

## **GENERAL MANAGER, FINANCIAL SERVICES**

The City of Camrose is looking for a dynamic, proven leader to fill the role of **General Manager, Financial Services**.

As the **General Manager**, you will be part of the senior management team, providing leadership and support to the Financial Services department in the context of strategic direction, corporate priorities, financial resources, human resources and governing legislation. You will collaboratively provide oversight for the organization in areas such as strategic planning, business planning and performance measurement and provide advice on financial matters to City Council and senior leadership. This role includes management of Financial Reporting, Property Taxation, Utilities, Accounting, Investment / Cash Management, Assessment, Procurement and Payroll and reports directly to the City Manager.

Due to an upcoming retirement, this position offers a unique opportunity to benefit from an extended onboarding period, allowing for comprehensive knowledge transfer and an in-depth understanding of the City's budget processes and recently implemented ERP system.

### **FUNCTIONS/DUTIES (but not limited to):**

- Provide positive and professional leadership to staff in Financial Services, ensuring that the work units are well managed to support the City's strategies and initiatives.
- Provide input to the City Manager and Elected Officials on financial strategy, budgeting, and corporate planning matters.
- Develop and maintain a user-friendly financial information system that provides accurate, reliable and timely data for decision making.
- Develop and maintain an effective system of internal controls to safeguard assets.
- Develop and maintain an appropriate investment and debt management strategy and policy.
- Function as the chief banking officer and signing authority and oversee long term borrowings and investments.
- Ensure effective, efficient and equitable management and stewardship of financial resources (capital and operating budgets), human resources and assets allocated to the department.

### **QUALIFICATIONS:**

- Post-secondary degree in Business, Commerce, or a related discipline.
- Professional Accounting Designation (CPA) required.
- Ten (10) or more years of senior leadership experience in a related position.
- Proven ability to provide leadership and focus.
- Thorough knowledge of the organization and function of a local government.
- Completion or enrolment in the Local Government Certificate Program an asset.
- Experience with project management / change management is considered an asset.
- Experience with enterprise financial systems and system administration is preferred; experience with UNIT4 is considered an asset.
- Experience with ERP system optimization / post-implementation support is considered an asset.
- Experience in working with elected officials, boards and internal and external stakeholders.
- Excellent computer skills using financial systems and Microsoft Office applications.

**HOURS OF WORK:** Hours of work are generally 8:00 am to 4:30 pm, Monday through Friday. Management duties will require work outside of the core hours as part of this role.

**SALARY & BENEFITS:** The City of Camrose offers a competitive salary, attractive benefits, and a positive work environment. The starting salary for this position will be based upon the experience and qualifications of the successful candidate.

**APPLICATIONS:** Qualified applicants are encouraged to submit a cover letter and current resume via e-mail or to the address below by May 30, 2026 by 4:00 p.m. If applying by e-mail, please ensure job position is included in subject line. ***We appreciate and consider all applications; however, only candidates selected for interviews will be contacted.***

### **CONTACT:**

City of Camrose, Attention: City Manager  
Mailing Address: 5204 – 50 Avenue, Camrose, AB T4V 0S8  
P: 780.672.4426 | F: 780.672.2469 | E: [hr@camrose.ca](mailto:hr@camrose.ca) | W: [www.camrose.ca](http://www.camrose.ca)