



Deputy Fiscal Officer

Starting Salary: \$54,641

(negotiable based on experience, education, and skill set)

Greene County Public Library is a dynamic, forward thinking 7-branch library system. We are seeking a Deputy Fiscal Officer to join our Finance Administrative team. This is a newly created position, reporting directly to the Fiscal Officer. As a key member of the finance team, the Deputy Fiscal Officer will contribute to the successful management of day- to -day operations of accounts payable and the management of payroll. In the absence of the Fiscal Officer, the Deputy Fiscal Officer will be responsible for all fiduciary responsibilities. Great opportunity to develop and implement functional processes with long term professional growth.

Requirements:

- Bachelor's degree in business or accounting from an accredited college or university required.
- CPA preferred.
- Eligible to be bonded upon acceptance of position.
- 2 -3 years of experience in finance and accounting, preferably within a public library or other public agency.
- Supervisory experience preferred.
- Payroll software experience required.

To view the full job description and apply, please visit us at:

<http://www.greenelibrary.info>

Deadline for Application: Position Will Remain Open until Filled

Greene County Public Library is an Equal Opportunity Employer