



*P.O. Box 219 618 Railway Avenue  
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The Municipality of Glenboro South Cypress invites applications for the position of

**Chief Financial Officer (CFO)**

The Council of the Municipality of Glenboro South Cypress is seeking an individual that will lead the Financial Team for the Municipality. The CFO position reports directly to the Chief Administrative Officer and is responsible for the overall management of financial operations and provides strategic policy direction, planning recommendations and advice to Council and the Chief Administrative Officer on all financial matters. This position is a full-time position based on a 37.5 hour work week.

The successful applicant will:

- ✓ Protect and ensure efficient and responsible use of the financial resources of the Municipality of Glenboro South Cypress.
- ✓ Prepare and present to Council recommendations on accounting, fiscal investments and borrowing policies.
- ✓ Maintain the municipal asset management plan.
- ✓ Develop and administer the annual operating and capital budget of the Municipality.
- ✓ Prepare monthly financial statements/bank reconciliations and manage investments/reserves.
- ✓ Liaise with the auditors for the annual financial review and audited statements.
- ✓ Research grant applications and funding opportunities.
- ✓ Work efficiently and effectively in a team-oriented environment.

A complete job description is available upon request.

Candidates are expected to have a thorough knowledge of accounting, proficiency in computer applications, and have strong interpersonal, communication and organizational skills. Municipal experience is preferred and would be considered an asset. The successful candidate will be required to provide a Criminal Record Check.

Salary to commensurate with experience and qualifications. The successful candidate can expect a comprehensive benefits package.

The Municipality of Glenboro South Cypress is located in southwestern Manitoba. It has a population of 1565 and includes the communities of Glenboro, Stockton and Treesbank.

Individuals interested in this position must send a resume, a cover letter including salary expectations, and three references by 12:00 p.m. on Monday, January 25, 2021, to: Municipality of Glenboro South Cypress, c/o Darren Myers CAO, P.O. Box 219, Glenboro, Manitoba, R0K 0X0, or email [cao@mgsc.ca](mailto:cao@mgsc.ca).

*We thank all who apply and advise that only those selected for further consideration will be contacted.*