



## The Township of West Lincoln is hiring a **Supervisor of Accounting**

The Township of West Lincoln is a picturesque and progressive municipality, located at the westerly end of the Niagara Peninsula within the Regional Municipality of Niagara. Our largest urban area, Smithville, is located halfway between the City of Hamilton and the City of St. Catharines. With a population of approximately 16,000, and a land area 387.02 sq.kms, West Lincoln is proud to have the largest geographical area in the Niagara Region! The Township of West Lincoln is a mix of a rural and urban setting in a unique local economy that blends residential, industrial, commercial and agricultural properties.

The Township of West Lincoln is currently seeking a highly motivated individual to fill the position of **Supervisor of Accounting**.

Under the direction of the Manager of Finance/Deputy Treasurer, the Supervisor of Accounting is responsible for the day-to-day administration of the Finance Division within the Corporate Services Department. This position will supervise the daily operations and tasks of clerical accounting and administrative staff, which include accounts payable, accounts receivable, cash receipting and banking, general accounting, and water billing. Further, this role provides technical guidance to staff in all departments and fosters efficient financial services, by ensuring compliance with all municipal financial policies, legislation and accounting standards. The Supervisor also acts as a key resource for the facilitation and co-ordination of the procurement process in accordance with applicable regulations, legislation, industry best practices and Township policy.

Candidates must have a post-secondary education in Accounting, Business, or Finance, along with at least three years of relevant, progressive experience, including one year in a supervisory or management role. While not required, completion of the Municipal Accounting and Finance Program and a CPA designation will be considered assets.

The Municipality offers a competitive salary, a comprehensive benefits package, and registration with the OMERS pension plan. The salary for this position is currently under review. This position will primarily be supported in-office.

Interested candidates with the required qualifications are welcome to submit their resume and letter of interest by **4:30pm on Friday, February 7, 2025** to:

Human Resources Advisor

Email: [recruitment@westlincoln.ca](mailto:recruitment@westlincoln.ca)

Please put 'Supervisor of Accounting' in the subject line of the email

A detailed Job Description can be found on our website at:

<https://www.westlincoln.ca/en/township-office/jobs.aspx>

*We thank all applicants, however, only those selected for an interview will be contacted.*

***The Township of West Lincoln is committed to an inclusive, barrier free environment. Accommodation will be provided in all steps of the hiring process. Please advise the Township of West Lincoln's Human Resources Department if you require any accommodation to ensure that you can participate fully and equally during the recruitment and selection process. We thank all applicants; however, only those considered for an interview will be contacted. Personal information is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of the candidate selection. Questions about this collection can be directed to the Human Resources Department.***