

## **EMPLOYMENT OPPORTUNITY**

Municipality of East Hants in Elmsdale, NS

### **Manager of Accounting**

**East Hants** is a vibrant and fast-growing community with a unique offering of urban and rural living, bordering the Halifax Regional Municipality. The main Municipal office is located at the Lloyd E. Matheson Centre in **Elmsdale, NS**.

The **Municipality of East Hants** offers diverse career opportunities, modern facilities, an innovative, continuous improvement culture, and a **Flexible Work policy** with a focus on work-life balance.

Reporting to the Director of Finance, the **Manager of Accounting** oversees internal accounting procedures to maintain the integrity of the general ledger, accounts receivables, tax collection, and the provision of external accounting/bookkeeping services to Volunteer Fire Departments.

#### **Qualifications**

- Bachelor's Degree in Commerce, Business Administration or equivalent with a specialization in Accounting.
- Chartered Professional Accountant designation or be actively working towards the designation.
- Five (5) years' experience in management/accounting role, with at least three (3) years in a supervisory role.
- Equivalent combination of education and experience will be given consideration.
- Thorough knowledge of internal control procedures & collection methods.
- Ability to interpret various acts and regulations such as the Assessment Act, Water Utility legislation and Municipal Government Act.
- Effective written and verbal communication skills, including conflict resolution skills.
- Ability to maintain absolute confidentiality.
- Ability to use MS Office suite at an intermediate level and to work in a technology-based environment; Previous SAP experience is an asset.
- Thorough knowledge of accounting and audit theories, principles, and practices.
- The workload of this position may vary at times, requiring some overtime.
- This position works in a fast-paced environment with frequent deadlines and demands.
- The incumbent must have a valid class V driver's license.

For a complete job description and information on how to apply, please visit [easthants.ca/employment](http://easthants.ca/employment)

**Salary Range: \$80,045 - \$100,056 per annum**

**Deadline to apply: January 17, 2023**

If you require an accommodation to assist in the application process, please contact Human Resources at [jobs@easthants.ca](mailto:jobs@easthants.ca) or (902) 883-6203.