



NOTICE OF JOB OPENING

DEPUTY TREASURER

The City of Walker is seeking applicants for the position of Deputy Treasurer. This position assists the Finance Director / Treasurer with all duties and activities associated with the financial functions of the department including property tax administration, accounts payable, and monitoring of city monies. Qualified applicants must possess a Bachelor's Degree in Accounting or related field; municipal accounting experience preferred. The ideal candidate will possess qualities such as; excellent oral and written communication skills, impeccable attention to detail, ability to exercise a high degree of diplomacy, and demonstrated integrity and trustworthiness.

This is a full-time position with a starting salary of \$50,000 to \$57,000, depending on experience and qualifications, and a comprehensive benefit package including medical, dental, defined contribution 401(a) retirement plan, retirement health savings account, life insurance, short and long-term disability, and fitness membership.

Candidates should submit a City application, resume, and cover letter to the Human Resources Department, electronically or in person, by March 27, 2020.

City of Walker
Human Resource Dept
4243 Remembrance Rd NW
Grand Rapids MI 49534

or

sbales@walker.city

A complete job description is available at www.walker.city.

The City of Walker is an Equal Opportunity Employer.