

Town of Marlborough  
Finance Director  
Salary Range: \$100,000 - \$125,000 per year

#### Position Overview

The Town of Marlborough, Connecticut is looking for an experienced financial professional to oversee the Finance Department, including the accounting, payroll and benefits administration, and purchasing functions. The Finance Director has primary responsibility for working with our outside auditors to prepare for and complete the annual audit. The Finance Director directly oversees two part-time accounting clerks and works closely with the elected full-time Tax Collector and the elected part-time Treasurer.

The Finance Director reports to the Town Manager and is expected to exercise considerable judgment in the administration and management of the finance department. The Finance Director is responsible for maintaining and improving the efficiency and effectiveness of all functions under their purview.

#### Qualifications

The skills and knowledge would generally be acquired with a bachelor's degree in finance and/or accounting and three years of experience in financial/accounting work. Familiarity with the MUNIS financial system is desirable. Familiarity with fund accounting and supervisory experience are required.

#### Compensation and Benefits

The expected salary range is \$100,000 - \$125,000 per year. The total compensation package includes health and dental insurance, employer HSA contribution, 457 defined contribution retirement plan with employer match, employer sponsored life insurance, tuition reimbursement, professional development, accrued leave time (vacation and sick), and 12 paid holidays.

#### Application Procedure

Applicants should submit a resume and cover letter to David Porter, Town Manager, via email ([ceo@marlboroughct.net](mailto:ceo@marlboroughct.net)) or mail (26 N. Main Street, Marlborough, CT 06447). Applicants should be prepared to submit professional references. Position open until filled.