



Nestled against picturesque Southwestern British Columbia's mountains and the sandy beaches of Harrison Lake, with easy 90 minute proximity to Vancouver, the Village of Harrison Hot Springs is a vibrant Fraser Valley community with rich history, natural wonders, vibrant arts and culture, and balanced glacier-fresh lifestyle.

The Village of Harrison Hot Springs is seeking a Director of Finance with several years of financial experience in local government. This is a statutory officer position, reporting to the Chief Administrative Officer, working with an experienced management team and dedicated staff.

The ideal candidate will have demonstrated financial planning, leadership and supervisory experience and has the ability to provide advice, guidance and direction on financial matters to Council. The Director will oversee all financial affairs, prepare financial statements and reports, implement and administer budgetary expenditures and revenue control programs to meet financial objectives.

We are seeking a self-motivated individual that is a strategic thinker, has demonstrated integrity, high work ethic, professionalism and can maintain a high degree of confidentiality.

### Required Qualifications

- A degree in Commerce/Business Administration;
- A professional Canadian accounting designation with excellent knowledge in municipal fund accounting and budgeting;
- Five or more years of municipal financial and management experience;
- Sound knowledge in investment strategies and experience in a municipal setting;
- Thorough knowledge of the *Community Charter*, *Local Government Act* and other related statutes/laws;
- Strong interpersonal, organizational and communication skills and able to deal with Council, staff and the public in a positive nature;
- Sound knowledge and proficiency in Microsoft Word, Excel and Outlook;
- Knowledge of the MAIS municipal software would be an asset; and
- The ability to work both independently and in a team environment

This statutory position offers a competitive salary and benefit package commensurate with experience and qualifications. To view the complete job description, please go to [www.harrisonhotsprings.ca](http://www.harrisonhotsprings.ca)

If you are interested in this exciting career opportunity, please submit a covering letter and resume outlining qualifications and experience marked "Confidential" by **4:00 p.m. Friday, October 16, 2015** to:

Debra Key  
Chief Administrative Officer  
PO Box 160  
Harrison Hot Springs, BC V0M 1K0  
Email: [dkey@harrisonhotsprings.ca](mailto:dkey@harrisonhotsprings.ca)

Please note that applications will only be accepted by email or in a sealed envelope marked Confidential.

We wish to thank all applicants for their interest and advise that only those selected for an interview will be contacted.