

## **Treasurer/Finance Director**

The City of Douglas, Michigan (population 1,257; seasonal population est. 5,000) is seeking a highly qualified person to fill the position of Treasurer/Finance Director. Responsibilities of the position include all aspects of governmental budgeting, accounting, tax collections/distributions, payroll, and financial reporting for all City operations at monthly evening Council meetings.

Located in scenic West Michigan, the City is located on the beautiful east shoreline of Lake Michigan between Holland and South Haven. The City currently has 17 fulltime employees. The annual budget for the general and all other governmental funds is approximately \$4.2 million. Specific aspects of the community which make Douglas a very desirable location include: easy access to extraordinary public beaches, fine dining, unique shops and boutiques, fine arts, regional entertainment and numerous annual special events that draw thousands to the area, and Douglas celebrates and embraces its cultural diversity.

Qualified candidates must possess a Bachelor's degree in accounting (CPA designation desirable), extensive knowledge of governmental accounting principles and practices, BS&A software knowledge required for setting up new modules, excellent verbal and written communication skills, comprehensive knowledge of public finance practices, short and long-range financial planning experience, TIFA experience, internal policy development/implementation skills, and extensive public budgeting experience. The City offers a very attractive benefit package with a salary range from \$54,400 to \$64,600 DOE/Q.

Submit resume, professional reference list, and salary history to:

Pamela Aalderink, City Clerk  
City of Douglas,  
86 W. Center Street, PO Box 757, Douglas, MI, 49406.  
Fax: (269) 857-4751 or Email: [clerk@ci.douglas.mi.us](mailto:clerk@ci.douglas.mi.us)  
First review will begin February 26, 2020.

The City of Douglas is an Equal Opportunity Employer.