

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 Lake Michigan shoreline 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. Douglas embraces and celebrates its cultural diversity.

Qualified candidates must possess a Bachelor's degree (CPA designation desirable), extensive knowledge of accounting principles and practices, BS&A software knowledge desired, excellent verbal and written communication skills, comprehensive knowledge of finance practices, short and long-range financial planning experience, and budgeting experience. The City offers a very attractive salary and benefit package.

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

The City of Douglas is an Equal Opportunity Employer.