



City of Willard
Assistant Finance Director

JOB ANNOUNCEMENT

The City of Willard (population approximately 6,200) is accepting applications and resumes for the position of assistant finance director. The starting range is \$58,448 to \$65,749, depending on qualifications. The duties include working directly under the City's finance director and performing various accounting, auditing, finance reporting, cash management functions and assists the finance director in the overall financial management of the City.

QUALIFICATIONS

Minimum qualifications include an associate degree from an accredited college or university in accounting, finance, business, public administration, or a closely related field with five years of experience. Experience with state and federal loans and grants is desirable.

HOW TO APPLY

Applications can be obtained at www.willardohio.gov or in person and returned to the City Manager's Office, P O Box 367, Willard, OH 44890, through noon on March 18, 2024. A non-refundable application fee of \$5.00 will be due when the application is turned in to pay for testing materials. A written examination will be given in City Council Chambers, 631 Myrtle Avenue, Willard, Ohio, on Wednesday, March 20, at 6:00. No one will be admitted into the room after 6:00 p.m. A picture ID is also required at the time of testing. Please request on your application if you need accommodations as a disabled person.

GENERAL INFORMATION

Applicants must reside in Huron County or one of the abutting counties (Ashland, Crawford, Erie, Lorain, Richland, Sandusky, or Seneca) within six months of hire. Must pass a background investigation, a post-offer drug screen, and a physical.

The City of Willard is proud to be a Drug-Free Workplace and, implicitly complies with all provisions of the Equal Employment Opportunity requirements and welcomes military veteran applications (Veterans providing DD-214 confirmation with their applications are afforded veteran preference considerations.)

For more information call 419-933-2591