

THE TOWNSHIP OF RED ROCK
Requires a
CLERK-TREASURER/TAX COLLECTOR

The Township of Red Rock is looking to recruit a Clerk/Treasurer/Tax Collector to provide strategic leadership to exempt and union staff in a changing and challenging environment.

Working closely with a Mayor and Council, the Clerk/Treasurer/Tax Collector is the senior administrative position and acts as advisor and liaison to council. As a successful candidate you should be an accomplished generalist and excellent communicator, and have several years of broad municipal sector experience in a senior management position.

Thorough knowledge of governance, municipal law, applicable provincial and federal legislation, human resources, labour relations, finance, computer applications and project management are all necessary attributes for a successful candidate. A proven track record of effective leadership to serve the needs of the council in developing, implementing and managing strategic initiatives is a definite asset.

As the ideal candidate, you likely have a university degree in public administration or a related discipline and a CMO/AMCT designation, or have an equivalent combination of education and experience. You have a demonstrated commitment to life-long learning.

Please forward a letter of application and resume by email, in confidence, to:

micgroulx@shaw.ca
Michael W. Groulx, CAO
Township of Red Rock
Box 447, 42 Salls St.
Red Rock, On P0T 2P0

For further information regarding qualifications, desire attributes and/or job duties contact the CAO.

The posting will remain open until March 31st, 2010 or until a suitable candidate is selected. www.redrocktownship.com

We thank all applicants who apply for the position, but only those candidates selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act 2001 and will only be used for candidate selection.