



Town of Griswold



28 Main Street
Griswold, CT 06351
Phone (860) 376-7060, Fax (860) 376-7070

DIRECTOR OF FINANCE

OBJECTIVE

Under the direction of First Selectman, this senior management position is responsible for the administration and management of the financial affairs of the Town.

ESSENTIAL FUNCTIONS

Duties include, but are not limited to: budget preparation, disbursements, revenue collection, capital asset inventory, financial statements and risk management. Performs other related duties as assigned.

REQUIRED KNOWLEDGE, SKILLS & ABILITIES

The preferred candidate will have a bachelor's degree in accounting or related field with a minimum of five (5) years municipal finance experience at management level. Consideration will be given to equivalent experience and training.

Competitive benefits package provided. Salary is commensurate with experience.

Please submit letter of interest resume, references and salary requirements to the First Selectman's Office, Town of Griswold, 28 Main St., Griswold, CT 06351 by July 13, 2009.