

FINANCE - ACCOUNTANT, FULL TIME, PERMANENT

The Town of Kentville, Nova Scotia is looking for the next great leader within their Finance Team.

We are recruiting for an Accountant to join our dynamic team. Reporting to the Director of Finance, the Accountant provides leadership regarding day-to-day operations of the Finance Department – an experienced team with vast organizational knowledge.

The Accountant position is an exciting, full-time role for a local government accounting professional with strong accounting and organizational skills, and the ability to work well with others across multiple departments. The Accountant will work closely with other members of the finance team to ensure accurate, reliable, regular reporting of financial information for the Town of Kentville.

The Accountant is responsible for tracking and reporting operating and capital activities and financial results for the Town including collaborating with the Director in support of the Capital and Operating Budget process. The Accountant influences the tone within the Finance work environment. The Accountant identifies and implements process improvements within the department and across administrative functions. If excellent communication and interpersonal skills with can do attitude is the tone you set, we want to see your application!

Kentville has a defined contribution pension plan matched at 9.0%, offers a competitive compensation and benefits package that includes life, LTD, health, dental and vision coverage. We offer access to an employee assistance program and an annual Wellness Benefit. Staff are encouraged to seek training and support for professional development. Staff may participate in flex time and remote work supported by technology assets. The estimated salary range for this position is \$75,000 to \$91,000 per annum.

About you:

- Degree in commerce/business with a major in accounting
- Chartered Professional Accountant Designation (CPA) preferred
- Minimum 5 years post graduate experience, preferably in a municipal government environment/setting
- Proven leadership and managerial skills
- Effective team builder with strong interpersonal and communication skills
- Excellent knowledge of finance, compliance reporting, year end and accounting functions
- Proficient in the use of Microsoft Office applications
- Preference given to candidates familiar with Microsoft Dynamics and the F9 financial reporting software
- Preference given to candidates with knowledge of unionized groups

- Preference given to candidates with experience in fund accounting
- Actively contribute to an open, inclusive, and diverse work culture

Who we are:

Kentville is where you go for fantastic festivals, regional sports events, mountain biking, nature-based experiences, delicious food, and welcoming community spaces. When you walk through town you will come to know your neighbours but also business owners and town staff. You will be drawn to our beautiful Miners Marsh Park, our award-winning library, and dozens of unique shops and restaurants. This town really is a Breath of Fresh Air.

Kentville strives to deliver high quality services, programs and support to residents and property owners. Recreation, support for business, and responsible sustainable financial management are top priorities at the Town of Kentville to make this community one of the best in the province and in Canada. We aim to deliver on our brand promise to be “A Breath of Fresh Air” for all our municipal services, and also in the working environment of town hall.

If you are looking for a collaborative team setting, working closely with others to achieve collective goals and objectives while having a little fun, this is the place for you! Town staff are key to the success of our organization and share a commitment to provide our residents and taxpayers with respectful and responsive service. Whether we are replacing a bridge on a trail, liaising with a developer for a housing project, hosting a national mountain bike competition or sending out property tax bills, our staff have a standard of care that promotes respect, inclusion, diversity, and accessibility.

We are looking for candidates with the ability to foster and support a positive work environment for the finance department and to the greater Town of Kentville team. If you have strong organizational skills, are adept at problem solving, meets deadlines and possesses a high-level attention to detail, then we want to see your application!

Our goal is to be a diverse workforce that is representative, at all job levels, of the citizens we serve. The Town of Kentville welcomes applications from Aboriginal People, persons of African decent and other racially visible people, persons with disabilities, members of the LGBTQ+ community, and women in occupations or positions where they are under-represented. If you are a member of one of the equity groups, you are encouraged to self-identify, on either your application form, covering letter or resume. Contingent on meeting the minimum education or equivalent experience*, your application will be a high priority during the screening process. **The Town of Kentville understands that work experience and education can both be significant and meaningful forms of career advancement.*

We thank you for your application and please note that only candidates selected to move forward through the interview process will be contacted. Please send your cover letter and

resume to WMatthews@Kentville.ca or mail to Town of Kentville Director of Finance, 354 Main Street Kentville, Nova Scotia B4N 1K6. This competition will remain open until the position is filled.