

Town of Hudson

Assistant Finance Director/ Assistant Town Accountant

The Town of Hudson is seeking a qualified candidate for the Assistant Finance Director/Assistant Town Accountant position. Responsible for the accounting of appropriations, expenditures, receipts, and general ledger entries. Under the direction of the Finance Director reconciles cash and receivables and assists in compiling data for state and federal reports as well as the town's audits. Replaces Finance Director/Town Accountant in their absence.

Minimum qualifications: Bachelor degree in finance or business-related field; five years' experience in municipal finance, business or related field with two years in a supervisory capacity; or equivalent combination of education and experience. Knowledge of Mass. laws pertaining to municipal finance and financial software highly desirable but will train; ability to grasp new concepts as they relate to Massachusetts General Laws, town policies and bylaws and other federal and/or state regulations; experience with computerized financial systems and strong Excel spreadsheet skills required. Strong communication skills and ability to work collaboratively with town department, boards and committees and auditors.

This is a full-time, benefit-eligible, non-union position; the current salary range for this position is \$55,994 - \$73,683 DOQ (\$57,114 - \$75,157 effective 7/1/22). Please email a resume and cover letter to Patricia E. Fay @ pfay@townofhudson.org. Position open until filled. EOE/AA.