

VILLAGE OF SUFFERN

JOB OPPORTUNITY: VILLAGE TREASURER

The Village of Suffern, New York is seeking a qualified candidate to serve as Village Treasurer. The Village Treasurer is appointed by the Mayor, subject to approval of the Village Board, and typically serves a term that is concurrent with the term of the Mayor.

The Village is a full-service village located in Rockland County, approximately 35 miles northwest of New York City, having a population of approximately 11,000 residents within a 2.09 square mile area. The Village employs approximately 70 full-time and 40 part-time/seasonal employees. In addition to general village services provided by the Village Clerk's Office and the Village Treasurer's Office, the Village has a police department, volunteer fire department, building and fire safety department, parking department, justice court, recreation department, and a public works department that manages the Village's streets, sidewalks, storm drains, water treatment plant and distribution system, and sewer treatment plant and collection system. The Village Treasurer is responsible for and must communicate with those who are not familiar with budgeting, accounting, and financial reporting.

Copies of the current and prior years' budgets and financial reports may be viewed at <https://suffernny.gov/important-documents/financial-documents/>.

A candidate for this position must have at least a bachelor's degree in accounting, finance, or related field from a recognized college or university and at least five years of experience in governmental budgeting, accounting and financial reporting. The candidate should have experience managing a small staff.

In addition to regular Village Hall office hours (Monday through Friday, 8:00 AM to 4:00 PM), the Village Treasurer attends monthly Village Board meetings and other meetings as required or requested by the Mayor and/or Village Board. The Village Treasurer must reside in Rockland County.

Compensation will be commensurate with experience and includes a comprehensive benefits package (New York State retirement, deferred compensation plan, health and dental insurance, life insurance, and paid vacation and holidays).

Interested and qualified candidates should email a cover letter and resume to Michael F. Curley, Mayor, mcurley@suffernny.gov with copy to Michael A. Genito, Village Treasurer, mgenito@suffernny.gov.