

**HELP WANTED
CHIEF FINANCIAL OFFICER
TOWNSHIP OF FRANKLIN**

The Township of Franklin is accepting applications for a part-time or full-time **Chief Financial Officer**. The primary duties will include, but are not limited to; a wide variety of management tasks related to the Finance Office. The employee will have to work independent of direct supervision and shall be the executive head of the Finance Office directly responsible for the conduct, efficiency and management of the department consistent with Township of Franklin Code, Chapter 18 and any other applicable State and Federal requirements. Strong organizational, communication and writing skills are required. The employee is expected to have a thorough working knowledge of all local finance and municipal budget rules and procedures and possess the ability to adequately answer inquiries concerning operations to other departments and the general public. The employee will be responsible to advise the Mayor and Township Committee on all fiscal matters to include managing the fiscal and financial operation in local government through reviewing expenditures for compliance with budget policies, verifying accuracy of processed fiscal actions, estimating revenues and expenditures, monitoring internal financial controls, developing budgeting systems, developing a cash management plan, evaluating the organization's financial condition and issuing bonds and notes. The employee must possess the required Chief Financial Officer Certification, and any other certifications necessary to effectively manage the Finance Office.

Supervision Received: Works under the direction of the Township Administrator.

Equipment / Job Location: Possess a general working knowledge of all finance aspects of the position. The job location will be the Township of Franklin Municipal Building located at 1571 Delsea Drive, Franklinville, New Jersey.

Additional details of position are available from the Township Administrator. Salary is commensurate with education and experience. Please submit resume and application to Carolyn Toy, Municipal Clerk, Franklin Township Municipal Building, 1571 Delsea Drive, Franklinville, NJ 08322, no later than Friday, March 2, 2012 at 4:00 PM.

The Township of Franklin is an Equal Opportunity Employer.