

The Board of Directors of the Borough of Conshohocken Authority is seeking applicants for a full-time Finance Director position. The primary functions of the Finance Director position are the accurate recording of all receipts and expenditures, the maintenance of all journals, general ledgers, escrow funds and all other Authority accounting records according to established Authority practice and generally accepted accounting standards. The Finance Director will assist in the preparation of the quarterly and annual financial reports and the annual audit and will review work related to bookkeeping by other clerical staff. The position will generally require a 40 hour week. However, there may be instances when additional effort is required. Attendance at regular and special Board and/or Committee meetings is expected.

Candidates should have considerable experience in bookkeeping and/or college accounting courses, and considerable knowledge of accounting principles and office practices. An accounting degree is preferred, but not required for the right candidate. A detailed job description, including the essential functions of the position, is available on the Authority's website at <http://www.conshohockensa.com/>.

Salary commensurate with experience. Interested applicants should send a letter of interest, salary requirements, and a resume by email to echerry@rudolphclarke.com or by regular mail to:

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