

Fiscal Officer Job Announcement

McKinley Memorial Library, Niles, OH, is seeking a full-time Fiscal Officer. This position is responsible for the overall financial operations of the library including budget and financial management, accounting, payroll, contracts, investments, audit and compliance. This position reports to the Library's Board of Directors.

Requires a Bachelor's degree in accounting (a transcript will be required to be provided prior to employment) & a minimum of three years of accounting experience, preferably experience in governmental accounting. Software Solutions/VIP software a plus. Strong Excel and Word skills (a test in excel will be given). Must be qualified to be fully bonded, be able to pass a credit check, criminal background check, and drug screening.

Annual salary range is \$40,920-51,150 with a competitive benefits package. Salary is commensurate with experience. For a full job description visit: www.mcklib.org

To apply, please send cover letter, resume (including salary history) and three professional references to employment@mcklib.org

Resumes received by January 9, 2023 will receive first consideration. Resumes accepted until position is filled.

EOE