



## **Join the Town of Mahone Bay as Finance Clerk**

### **Who we are:**

Mahone Bay, located on Nova Scotia's South Shore, is a welcoming community where people in all stages of life, and with different ambitions and aspirations, choose to live to enjoy exceptional quality of life filled with leisure and nature. The town was voted one of the most picturesque in Canada in 2021 and has recently enjoyed a growing reputation as a haven for entrepreneurs and business startups.

We are a small but ambitious municipality with about twenty full-time staff, a provider of quality services to a growing population of a little over one thousand residents, and an environmental leader with our own locally-owned and operated electrical utility.

### **What we are looking for:**

You are excited about the prospect of working in municipal government, the level of government closest to the people. You are focused, goal oriented and pay close attention to details. Both organization and having the ability to prioritize tasks is crucial to the success of this position.

### **Duties and Responsibilities:**

As a key member of the Finance Team, you will be working with the team to keep the Town's financial transparency up to date and accurate. You will be reporting to the Manager of Finance and working closely with your fellow team members.

### **Fine Print:**

A complete job description is available online at [www.townofmahonebay.ca](http://www.townofmahonebay.ca).

### **Competition closes June 12<sup>th</sup>, 2023:**

Please send your resume along with three professional references and contact information, in confidence to Ashley Yeadon-Wentzell, Town of Mahone Bay Manager of Finance at [ashley.yeadon-wentzell@townofmahonebay.ca](mailto:ashley.yeadon-wentzell@townofmahonebay.ca).