



# Williamsburg Local Schools

'An Equal Opportunity Employer'

## ***ADMINISTRATIVE POSITION ANNOUNCEMENT***

### **Treasurer**

**REQUIREMENTS:**

**Valid Ohio School Treasurer License**

**Comprehensive understanding of Ohio school law, finance and regulations and financial reporting.**

**Business management skills in the areas of long-range planning, fiscal forecasting, investing, personnel management, collective bargaining and insurance management.**

**Skill and ability to effectively work with the Board, Superintendent and other District Administrators to serve as a contributing member of the management team.**

**Personal integrity, as well as a record of being loyal, positive, enthusiastic and organized with a strong work ethic.**

**Thorough knowledge of and successful experience in sound fiscal management practices.**

**Successful BCI&I and FBI background checks**

**TERM OF CONTRACT:**

**260-day contract**

**A multi-year contract with provisions for annual review will be offered. The actual salary and fringe benefits will be commensurate with the education and experience of the candidate.**

**EFFECTIVE STARTING DATE:**

**July 1, 2018**

**POSTING OPEN UNTIL:**

**Until Filled.**

**Interested individuals should submit updated resume, 3 references, and a copy of current Ohio School Treasurer License to:**

Williamsburg Local School District / Matthew D. Earley – Superintendent  
549-A West Main Street, WILLIAMSBURG OH 45176

Email: [earley\\_m@burgschools.org](mailto:earley_m@burgschools.org)

Telephone: (513) 724-2211 Extension 9225 / Facsimile: (513) 724-1504

Approved for Posting: \_\_\_\_\_

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