



Town of Clifton Park

One Town Hall Plaza | Clifton Park, New York 12065 | (518) 371-6651

CAREER OPPORTUNITY

DEPUTY COMPTROLLER TOWN OF CLIFTON PARK

SALARY: \$75,730-\$83,574 yr. ****Plus Excellent Benefits****

The incumbent of this position assists the Comptroller in planning and directing the fiscal affairs of the Town, including the accounting, custody, and disbursement of all municipal funds. This position requires the incumbent to exercise independent judgement and initiative in the compilation of budget and financial reports in accordance with applicable laws and ordinances. Supervision may be exercised over a staff of accounting and/or clerical personnel involved in the financial recordkeeping and collection/disbursement functions of the Town. Does related work as required.

MINIMUM QUALIFICATIONS:

- A. Graduation from a regionally accredited or NYS registered college or university with a Master's degree in Accounting, Business Administration, Public Administration or a related field; Or
- B. Graduation from a regionally accredited or NYS registered college or university with a Bachelor's degree in Accounting, Business Administration, Public Administration or a related field and (2) two years of accounting experience, one of which was in a supervisory capacity; OR
- C. Graduation from a regionally accredited or NYS college with an Associates Degree in Accounting, Business Administration, Public Administration, or a related field and (4) four years of accounting experience, one of which was in a supervisory capacity.

NOTE: Details regarding hours and benefits will be discussed at the interview level. Position is a non-competitive position within the Saratoga County Civil Service System.

SUBMIT APPLICATION TO:

**Office of The Supervisor
One Town Hall Plaza
Clifton Park, NY 12065**

APPLICATIONS WILL BE ACCEPTED UNTIL *Position Is Filled*

Applications and full job posting available at www.cliftonpark.org. Candidates should send resume and application to Supervisor Barrett through Jean Spiegel at Jspiegel@cliftonpark.org. **Resume MAY NOT be substituted for Application.**

If you require reasonable accommodation in completing this application, interviewing, completing any pre-employment testing, or otherwise participating in the employee selection process, please direct your inquires to the Human Resources Office. Saratoga County is an equal opportunity employer.

We are committed to fostering an inclusive environment where diversity is valued and recognized as a source of strength and enrichment. We seek to attract talented people from a diverse range of backgrounds and cultures, and encourage women, people of color, LGBTQ individuals, those with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply.