



## Village of Ottawa Hills, Ohio Finance Director

**Village of Ottawa Hills, Ohio (pop. 4,485)** – An affluent suburb of Toledo Ohio, the Village of Ottawa Hills enjoys a beautiful natural setting with tree-lined streets, beautiful housing, the Ottawa River, and large vistas of open land along the river. The community expects and receives excellent public services, and the Ottawa Hills school system, which consistently ranks first in the state and in the top 1% nationally, is a valued asset and draw for the community. Ottawa Hills has a warm, small town feel while enjoying proximity to excellent amenities such as the University of Toledo, the Inverness Club, Wildwood Metropark and many shopping and outdoor recreational opportunities. The residents of Ottawa Hills are highly-educated professionals who have chosen to live in this community for generations.

**Finance Director** The Village seeks a technically skilled and team-oriented Finance Director to lead the finance operations of Ottawa Hills. The Village Finance Director helps sustain the village's fiscal health and stability and assures that the Village achieves its financial objectives through solid fiscal planning, budgetary controls, and the maintenance of financial accounts and records. Working with the Village Administrator, the Director develops and manages a general fund budget of approximately \$5 million, and an annual capital budget exceeding \$1 million. The Finance Director supervises an Accounting Assistant, oversees the Income Tax Department and other staff performing financial tasks.

The Finance Director is a key member of the Village's management team in a financially stable organization, and reports to the Village Administrator. The Village has a AAA bond rating from S&P's Global Ratings and enjoys a healthy fund balance.

The Village is seeking an ethical and experienced professional with strong technical and interpersonal skills.

The successful candidate will:

- Have a record of responsiveness, problem solving and decisiveness
- Possess a passion for public service
- Desire to work collaboratively with Village departments in the delivery of Village services
- Demonstrate strong communication skills

Candidates should also have:

- A Bachelor's degree in accounting, business administration, finance or related field; a CPA or Master's degree is preferred, but not required
- Three to five years of experience in a government setting or demonstrable skills in governmental fund accounting; a combination of public and private sector finance experience is ideal
- Working knowledge of financial management and payroll software systems

Starting salary: \$85,000 - \$100,000 +/- DOQ, plus strong benefits. Candidates should apply by August 15, 2022 (Open until filled) with resume, cover letter and contact information for three work-related references, to the office of Village Administrator John Wenzlick at [mcdonalda@ottawahills.org](mailto:mcdonalda@ottawahills.org).

The Village of Ottawa Hills is an Equal Opportunity Employer