

## INCORPORATED VILLAGE OF OCEAN BEACH



The quaint Incorporated Village of Ocean Beach on Fire Island is hiring a Deputy Treasurer. Interested applicants are required to possess a four year degree in accounting or business and/or five years of experience.

This position requires knowledge of standard accounting, bookkeeping and budgets standards. Strong background required in areas of Accounts Payables, Accounts Receivables, purchase orders, journal entries, bank and account reconciliations and all phases of budgeting and capital projects. Must be able to assist independent auditors with general ledger, account activity and budgetary/financial analysis. Must possess excellent management and people skills and be proficient with MircoFund accounting software and MS Office.

Competitive compensation to commensurate with experience and an excellent benefits package. Candidates interested in this position shall submit a letter of interest and current resume including salary requirements to: [info@villageofoceanbeach.org](mailto:info@villageofoceanbeach.org)