December 13, 2013

Position Open

**Chief Fiscal Officer**

**Defiance Public Library System**

Principle Duties: Oversees financial operations of the library and ensures that all financial accounting operations comply with federal, state and local laws, state audit requirements, and the policies and decisions of the Library Board of Trustees. Responsibilities include serving as facilities manager of main library and two branches as needed. Supervises a staff of one.

Qualifications/Requirements: Bachelor’s degree in accounting, finance or related field and a minimum of three (3) years of financial accounting experience. Must meet bonding requirements.

Position: Fulltime (40 hrs/wk), salaried, exempt position with benefits. Salary negotiable depending on qualifications and experience.

To apply: Send or deliver cover letter, resume, and completed library employment application to Marilyn Hite, Library Director, Defiance Public Library, 320 Fort Street, Defiance, OH 43512 or e-mail documents to [mhite@defiancelibrary.org](mailto:mhite@defiancelibrary.org). To obtain a complete job description and employment application, e-mail [mhite@defiancelibrary.org](mailto:mhite@defiancelibrary.org).

Application Deadline: Submissions received by 5:00 pm, Friday, January 10, 2014, will be given first consideration. We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, disability, or military status.