

Department: Fiscal

Employment Type: Full-Time

Minimum Experience: Experienced

Compensation: Dependent upon experience and qualifications.

The Napoleon Public Library System is seeking an experienced, team-oriented full-time Fiscal Officer due to retirement. Responsible for approximately 1.5 million annual budget and investments, the Fiscal Officer works closely with the Library Director and under the direction of the Board of Trustees. The position ensures all financial operations comply with the statutes of the State of Ohio, state auditing requirements, sound financial practices and policies, and decisions of the Board of Trustees. Experience in accounting and an Associate's degree (or higher), or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job are required. Knowledge of governmental fund accounting is essential. Entry into the OPERS retirement system. Applicants can send resume, cover letter and a list of three references to 310 West Clinton Street., Napoleon, OH 43545 Attn: Christine Badenhop or email the above to [NPLboardoftrustees@gmail.com](mailto:NPLboardoftrustees@gmail.com). Applications accepted until position is filled.