

Job Title: Durational Financial Director- Municipal Month-End Reconciliation & Audit Support

Location: Franklin, Connecticut

Employment Type: Part-Time /Durational 2 year with possible extension dependent of funding and need.

About the Role: The Town of Franklin is seeking a highly skilled and detail-oriented individual – preferred **Certified Public Accountant (CPA)** to manage month-end reconciliations and provide support for municipal auditing processes. This position plays a critical role in ensuring accurate financial reporting and compliance with state and local regulations.

Key Responsibilities:

- Assist with **annual and ongoing audits**.
- **Document and develop SOP**
- Train support staff in best practice procedures.
- Oversee **month-end reconciliations** for all municipal accounts.
- Oversee and review financial statements in accordance with GAAP and municipal standards.
- Ensure compliance with Connecticut municipal finance regulations and internal policies.
- Identify discrepancies and implement corrective actions promptly.
- Collaborate with town officials and external auditors to provide required documentation and reports.
- Maintain accurate records and support transparency in financial operations.

Qualifications:

- **If a CPA- license** is in good standing.
- Bachelor's degree in accounting, Finance, or related field.
- Minimum **3–5 years of experience** in accounting, preferably in municipal or government settings.
- Strong knowledge of **GAAP**, municipal accounting standards, and audit procedures.
- Proficiency in accounting software and Microsoft Excel including QuickBooks Premier Plus 2022 or higher
- Excellent analytical, organizational, and communication skills.

Preferred Skills:

- Experience with Connecticut municipal finance regulations.
- Familiarity with governmental auditing processes.

Compensation:

\$150.00 per hour with a cap of 133 hours per fiscal year

How to Apply:

Please submit your resume, cover letter, and references to firstselcman@franklinct.gov

Applications close Dec 31, 2025, Position to start immediately