



Town Treasurer:

The Town of Cedarburg (pop. 6,162) is seeking applicants for the Town Treasurer, a regular part-time non-exempt position. This position is responsible for Town Treasurer's duties as listed under s. 60.34, Wis. Stats.

Associate degree in accounting required, Bachelor degree preferred. Municipal Treasurer/accounting experience preferred. Duties include but are not limited to entering receipts into accounting software, reconciling accounts, making bank deposits, completing State reports, reviewing bank statements, tax collection, working on the annual audit, preparing a monthly report to the Board, and assisting with the budget and long-range financial planning. Full job description available upon request.

Hours are flexible. Starting salary DOQ and experience. Please send cover letter, resume, and Town of Cedarburg application for employment (found online) to:

Eric Ryer - Town Administrator
1293 Washington Avenue
Cedarburg, WI 53012
eryer@townofcedarburgwi.gov
(262)377-4509

Application available on the Town's website, www.townofcedarburgwi.gov

Position open until filled.