*E*ast Ramapo Central School District

105 South Madison Avenue, Spring Valley, NY 10977

A Unified Community Educating the Whole Child …

Dr. Clarence G. Ellis
Superintendent of Schools

Office of Personnel
845-577-6090
845-577-6156 (fax)

SUPERVISOR OF FISCAL SERVICES

East Ramapo Central School District is seeking a candidate to work in their fast- paced Business Office. The work is specialized, diverse and is complex in nature.

Job Description: This is a twelve-month position. The work is broad technical accounting and supervisory work involving responsibility for the planning and administration of a complex system of accounts, cash flow accountancy and the implementation of an investment program for a school district. Accounts are kept in accordance with the Uniform System of Accounts for school districts established by the New York State Department of Audit and Control. General supervision is received from an administrator and supervision is exercised over a number of clerical employees including account keeping and payroll personnel.

The work is performed under the direct supervision of the Assistant Superintendent for Business.

Required Qualifications: Bachelor's degree or higher which included or was supplemented by 24 credit hours in accounting AND 5 years of general post education accounting experience at least 2 years of which included supervision of personnel involved in preparation and maintenance of general ledgers, financial statements, and budgets.

Other Requirements and Information: Residency in Rockland County is a requirement for this position; 24 additional credit hours in accounting may be substituted for 3 years of the required experience, 2 years of supervisory experience must have been met.

Salary and benefits are competitive with the public sector market including but not limited to the following:

- 40 hour work week
- Medical
- Time off including personal and holiday time
- New York State Pension eligibility

Competitive salary commensurate with experience.
Please apply on Olasjobs.org