**Troy L. Young**
Mayor

**Julia S. Atkins**
City Clerk

# CITY OF LAWRENCEBURG

## NOW HIRING — CITY TREASURER

**Full-Time | Salaried Position**

The City of Lawrenceburg, Kentucky, is accepting applications for the position of **City Treasurer**. The City is seeking a qualified, detail-oriented, and experienced individual with a strong background in financial management, accounting, and administrative operations.

**Position Summary:**

The City Treasurer works under the direction of the Mayor and is responsible for overseeing the City's financial operations, maintaining accurate financial records, and ensuring compliance with applicable governmental accounting standards and financial regulations.

**Primary Job Duties Include:**

- Managing the City's financial operations, accounting procedures, and internal controls.
- Preparing and administering the annual budget.
- Overseeing accounts payable, payroll, investments, and financial transactions.
- Preparing financial statements and reports for the Mayor, City Council, and department supervisors.
- Coordinating annual financial audits and required governmental reporting.
- Reconciling bank accounts, revenues, and expenditures.
- Monitoring financial compliance and assisting with long-term financial planning.

**Minimum Qualifications:**

A minimum of five years of progressively responsible financial management experience, including at least two years of experience using an automated system. A bachelor's degree or technical college degree in accounting, finance, or a related field is preferred. Applicants must demonstrate strong analytical, organizational, computer, and communication skills.

**How to Apply:**

Interested applicants may obtain an employment application at **www.lawrenceburgky.org** or at Lawrenceburg City Hall, 100 North Main Street, Lawrenceburg, KY 40342.

Applicants are encouraged to submit a completed application and résumé.

For additional information, contact City Hall at **(502) 839-5372**.

**The City of Lawrenceburg is an Equal Opportunity Employer.**

Any applicant who needs an ADA accommodation in the employment selection process shall request the accommodation from the City Clerk's Office at (502) 839-5372.