**ASSISTANT FINANCE DIRECTOR**

**CITY OF PATASKALA, OHIO**

The City of Pataskala is seeking qualified candidates for the full-time position of **Assistant Finance Director**. Applicants should have prior experience with public finance, including accounts payable/receivable, general ledger accounting, and payroll administration. The ideal candidate would possess working knowledge of governmental accounting, payroll, purchasing processes, ability to prepare basic financial reports, and the ability to be bonded. An Associate’s degree in accounting, finance or related field is the minimum required education, but a Bachelor’s degree in accounting or finance is preferred.

A complete job description and employment application can be found on the city’s website (<https://www.cityofpataskalaohio.gov/jobopportunities>). This is a full-time position with a starting annual salary of $82,495. The city offers comprehensive health insurance and retirement programs to its’ employees.

Interested candidates must submit a copy of the city’s employment application, a current resume, and 3-5 professional (non-personal) references on or before 12:00 noon on Friday, April 25, 2025 to James M. Nicholson, Finance Director, City of Pataskala, 621 W Broad St, Suite 1-D, Pataskala, Ohio 43062. Apply by email to hr@ci.pataskala.oh.us, subject: ‘Assistant Finance Director’. Pre-employment drug, credit and background checks required.

**The City of Pataskala is an Equal Opportunity Employer**