

**ASSISTANT DIRECTOR OF FINANCE
CITY OF WICKLIFFE**

The City of Wickliffe is seeking an exceptional, motivated and team-orientated individual for the position of Assistant Director of Finance. The qualified candidate must possess a minimum of a Bachelor's Degree in Accounting, Finance, or related field and have at least three years of accounting experience, preferably in governmental accounting. This is a full-time position and the successful candidate will perform general accounting functions and be responsible for payroll and benefits for the City. Candidates must possess strong leadership, communication, and administrative skills. Salary range competitive DOQ.

Interested candidates should submit résumé to Michael Matas, c/o Wickliffe City Hall, 28730 Ridge Rd, Wickliffe, OH 44092 or via email to mtmatas@cityofwickliffe.com. Resume review will begin December 15th, 2025 and continue until the position is filled.

If you wish to email your résumé, please include the phrase Assistant Finance Director position in the subject line of the email.

For a more detailed description, please visit the City's website,
<https://www.cityofwickliffe.com/208/Employment-Opportunities>.

AN EQUAL OPPORTUNITY EMPLOYER