

MANAGER OF FINANCE

Employment Status:	Permanent, Full-time (35 hours/week)
Compensation Range:	\$67.57 to \$79.05 (hourly) \$122,977.40 to \$143,871.00 (salary)
Location:	London, ON
Union/Non-Union:	Non-Union

POSITION OVERVIEW

Under the general direction of the Director of Finance & Treasurer, the Manager of Finance provides leadership and management for the County's financial operations and supports the effective stewardship of the County's financial resources. The position is responsible for assigned portfolios within the Finance Department, which may include financial accounting and reporting, budgeting and forecasting, financial planning and analysis, accounts payable and receivable, payroll, banking and cash management, tangible capital asset accounting, development charges, financial systems and processes, internal controls, and other corporate financial functions.

Working as part of the Finance management team, the Manager of Finance provides financial leadership, analysis and advice to County departments; ensures compliance with applicable legislation, accounting standards, County policies and internal controls; and leads the development and continuous improvement of financial processes, systems and reporting.

QUALIFICATIONS

- A University degree in Accounting, Finance or a related discipline.
- Chartered Professional Accountant designation (CPA).
- Minimum of five (5) years of progressive accounting and financial management experience, preferably in a municipal or public sector setting.
- Minimum three (3) years of management or supervisory experience.
- Possess and maintain a valid Class "G" Ontario driver's licence and have access to a personal vehicle for work-related purposes.
- Current Criminal Record Check that is satisfactory to Middlesex County.

WHY CHOOSE MIDDLESEX COUNTY?

Middlesex County is a vibrant upper-tier municipality located in Southwestern Ontario. We offer a thriving business climate, easy access to transportation routes, and quality of life with exceptional healthcare facilities, affordable housing, an array of educational opportunities and bountiful recreation and cultural choices in a picturesque setting. The County's administration headquarters are located in London, but Middlesex County is comprised of unique villages, towns and rural communities that have great attractions for residents and tourists.

At Middlesex County, you will have a chance to make an impact in your everyday work and build lasting relationships in the communities in which we live and serve. We offer a culture that values inclusion, diversity of thought, and employee development. We invest in our people to help them leverage their strengths to achieve their career aspirations.

HOW TO APPLY

If you are interested in this opportunity, please submit your cover letter and resume by email to hr@middlesex.ca by **4:30 p.m. on Friday October 30, 2026**.

New Vacancy: This position is for a new vacancy.

Artificial Intelligence: we do not use AI to screen, assess, or select candidates.

We thank all applicants, however, only those applicants to be interviewed will be acknowledged. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for candidate selection purposes only.

WHAT WE OFFER

Flexible Work Opportunities
Employee Recognition Events
Professional Development
Flex Time/Banked Time-Off
OMERS Pension Plan
Comprehensive Health and Dental Benefits
Employee and Family Assistance Program

[VISIT OUR CAREERS PAGE](#)

Middlesex County is an equal opportunity employer. We are committed to a diverse and inclusive workplace for everyone. Accommodations are available throughout the recruitment process. If you are contacted for an interview, please advise us of any accommodations that may be required. This information will be treated confidentially and only used for the purpose of providing an accessible recruitment experience.



CORPORATION OF THE COUNTY OF MIDDLESEX POSITION DESCRIPTION

TITLE:	Manager of Finance
DEPARTMENT:	Treasury
REPORTS TO:	Director of Finance & Treasurer
EFFECTIVE DATE:	October 2026
POSITIONS SUPERVISED:	As Assigned

POSITION SUMMARY:

Under the general direction of the Director of Finance & Treasurer, the Manager of Finance provides leadership and management for the County's financial operations and supports the effective stewardship of the County's financial resources. The position is responsible for assigned portfolios within the Finance Department, which may include financial accounting and reporting, budgeting and forecasting, financial planning and analysis, accounts payable and receivable, payroll, banking and cash management, tangible capital asset accounting, development charges, financial systems and processes, internal controls, and other corporate financial functions.

Working as part of the Finance management team, the Manager of Finance provides financial leadership, analysis and advice to County departments; ensures compliance with applicable legislation, accounting standards, County policies and internal controls; and leads the development and continuous improvement of financial processes, systems and reporting.

PRINCIPAL RESPONSIBILITIES:

- Provides leadership, management and oversight for assigned Finance portfolios, which may include accounting and financial reporting, accounts payable and receivable, payroll, budgeting and forecasting, banking and cash management, tangible capital assets, development charges, financial systems and other corporate financial functions.
- Leads and coordinates assigned components of the County's annual operating and capital budget processes, including financial analysis, forecasting, departmental support, consolidation and preparation of budget documentation.
- Monitors and analyzes the financial performance of County service areas, including budget-to-actual results, forecasts, revenues, expenditures and emerging financial risks; works collaboratively with Directors and Service Area Managers to investigate significant variances and develop appropriate strategies.
- Leads assigned aspects of the year-end financial reporting and external audit processes, including the preparation and review of working papers, supporting schedules and consolidated financial statements, and liaison with the County's external auditors.
- Ensures assigned accounting and financial activities are undertaken in accordance with applicable legislation, Public Sector Accounting Standards, regulatory requirements, County by-laws and policies, and established internal controls.
- Provides financial analysis, advice and decision support to the Director of Finance & Treasurer and County departments, including financial modelling, costing scenarios, cost-benefit



analysis, fees and charges analysis, funding analysis, forecasts and other financial assessments.

- Oversees the integrity, accuracy and timely completion of assigned accounting functions, including general ledger activities, journal entries, account and bank reconciliations, financial reporting and related financial records.
- Provides management oversight for payroll and related financial administration, where assigned, including appropriate controls, reconciliations, statutory and regulatory compliance, reporting and integration with financial systems and processes.
- Provides leadership and oversight for the administration, accounting, monitoring and reporting of the County's Tangible Capital Asset Program and development charges, where assigned, in accordance with applicable legislation, accounting standards and County policies.
- Oversees the preparation, review and submission of assigned statutory and regulatory financial reporting, subsidy applications, funding requests, financial claims, Financial Information Return information and other provincial or external reporting requirements.
- Develops, reviews and implements financial policies, procedures, internal controls and business processes and leads continuous improvement initiatives to strengthen financial management, operational efficiency, accountability and service delivery.
- Leads the effective use and continuous improvement of financial systems, data, processes and reporting tools to support accurate and timely financial information, analysis and organizational decision-making.
- Provides leadership to assigned Finance employees, including workforce and workload planning, recruitment, onboarding, coaching and mentoring, training and development, performance management, conflict resolution, discipline and scheduling.
- Works collaboratively with the Director of Finance & Treasurer, other Finance management and County departments to coordinate Finance activities, manage priorities, provide continuity across financial functions and support corporate and departmental objectives.
- Leads and participates in financial initiatives, special projects and organizational priorities as assigned by the Director of Finance & Treasurer.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

Education & Experience

- A University degree in Accounting, Finance or a related discipline.
- Chartered Professional Accountant designation (CPA).
- Minimum five (5) years of progressive accounting and financial management experience, preferably in a municipal or public sector environment.



- Minimum three (3) years of management or supervisory experience.

Knowledge, Skills and Abilities

- Strong leadership and people management skills, including the ability to organize, lead, coach and develop employees, establish priorities and effectively manage team workloads.
- Excellent interpersonal, communication and collaboration skills, with the ability to provide financial advice and communicate complex financial information effectively to a range of audiences.
- Thorough knowledge of Public Sector Accounting Standards, accounting principles and practices, and financial reporting requirements.
- Strong knowledge of municipal finance, budgeting, forecasting, financial planning, management control systems and relevant legislation and regulatory requirements.
- Strong analytical, research, problem-solving and decision-making skills, with the ability to analyze complex financial information, identify issues and develop practical recommendations.
- Demonstrated ability to develop financial models, forecasts, costing analyses, processes, efficiencies and financial and management reporting.
- Strong organizational and time-management skills, with the ability to manage multiple priorities and competing deadlines in a fast-paced environment.
- Ability to exercise sound judgement, tact and discretion when dealing with sensitive and confidential financial, employee and organizational information.
- Knowledge of financial internal controls, policies, procedures and risk-management practices.
- Knowledge of provincial financial reporting requirements, guidelines and municipal financial management practices.
- Knowledge of payroll administration and applicable government legislation, regulations and standards.
- Proficiency with Microsoft Office applications, particularly Excel, and demonstrated experience with financial management and enterprise resource planning systems, including the effective use of financial data and reporting tools to support analysis and decision-making.