



TOWN OF LISBON
W234 N8676 Woodside Rd.
Lisbon, WI 53089

**Position Vacancy for Full Time Treasurer
Town of Lisbon, Waukesha County**

The Town of Lisbon, Waukesha County, Wisconsin (population 10,523) is seeking highly qualified applicants to serve as a full time Municipal Treasurer and function within the Town's leadership Team. Lisbon is made up of 26 square miles, has approximately 96 miles of road, with an annual general fund budget of \$5 million and also has a Stormwater Utility and TIF District. This is a very exciting and rapidly growing period in the Town's history as it contemplates taking the next steps towards incorporation and beyond.

This individual will serve on a leadership Team that cares deeply for the community. Successful candidates will have the ability to think independently and share ideas amongst a team with the same goals of enhancing the community. The ideal candidate will be well organized, have a strong attention to detail and have knowledge of governmental accounting, benefit administration, audit preparation, long-term financial planning, budgeting, and cash handling. It is important that this individual has open and positive communication geared towards customer service. Computer skills are critical and should include proficiency in the Microsoft Office package.

The Town is seeking a candidate with three or more years of progressively responsible experience in municipal operations. A minimum of an Associate Degree in Accounting and/or Public Finance is preferred. Compensation includes a full benefits package, including participation in the Wisconsin Retirement System (WRS). Starting salary for this full time position is \$45,000 to \$50,000 dependent on qualifications.

A complete job description can be obtained from the Town's website at <http://www.townoflisbonwi.com/jobs>. Please submit your cover letter and resume with salary requirements to Town Chairman Joseph Osterman via email, josterman@townoflisbonwi.com