

Assistant Treasurer/Collector

Town of Stoughton

The town of Stoughton is seeking a qualified individual for the full-time, non-union Assistant Treasurer/Tax Collector position. Position reports to Treasurer Collector and directs the billing and collecting of revenue including Real Estate, Personal Property, Motor Vehicle Excise tax billing, water and sewer bills and betterments, and departmental receipts as well as processing of adjustments, reconciliation of accounts, and other assigned projects. **Qualifications:** Bachelor's degree in accounting, finance, business administration, public administration, taxation, or a related field and at least five years of progressively responsible experience in municipal government involving treasurer/collector functions or any equivalent combination of education and experience. MA Municipal Treasurer/Collector certification required within three years of appointment. Assistant Treasurer/Tax Collector must be bondable. **Preferred Qualifications:** Certified MA Municipal Treasurer/ Collector with three years experience. MUNIS experience strongly preferred. **Starting salary range:** \$71,015 to \$74,610 DOQ. Resumes will be accepted until position filled: Director of Human Resources, Town of Stoughton, 10 Pearl Street, Stoughton, MA 02072 AA/EOE