

# ❖ POSTING ❖

## Chagrin Falls Exempted Village Schools

### Fiscal Specialist - Payroll/Benefits (*Exempt Position*)

- **Qualifications:**

- High school diploma or GED. Data processing skills verified by training or work experience.
- Comprehensive understanding of governmental accounting standards.
- Advanced office-related technology skills deemed essential at the time of hire.
- Displays flexibility, reliability, self-discipline and a willingness to take on challenging tasks.
- Embodies high ethical standards/integrity. Accepts responsibility for personal decisions/conduct.
- Maintains a record free of criminal violations that would prohibit public school employment.
- Meets prerequisite qualifications to be bonded.

- **Salary / Benefits:**

- A competitive salary and benefits will be offered to the successful candidate.
- Salary Range: \$47,000 - \$52,000, commensurate with experience

Internal candidates please send letter of interest to:

Mr. Christopher Woofter

Director of Operations and Strategic Initiatives

Chagrin Falls Exempted Village Schools

400 East Washington Street Chagrin Falls, Ohio 44022

Email: [Christopher.woofter@chagrinschools.org](mailto:Christopher.woofter@chagrinschools.org)

External Candidate; please apply online at

<http://www.chagrinschools.org/HumanResourcesEmployment.aspx>

Link to full Job Description posted on employment website.

By: August 28, 2019

Posted: August 21, 2019

