

# **School Administrative Unit #101 Wakefield School District**

## **Director of Finance and Business**

The Wakefield School District has an “**Immediate Opening**” for a Director of Finance and Business

Under the direction of the Superintendent, the Director of Finance and Business organizes, manages, and directs the Finance department; plans, organizes, coordinates, and manages finance, budgeting, auditing, financial planning requirements, and Risk and Insurance of the Wakefield School District; oversees Accounts Payable, Accounts Receivable, Payroll, and Grant Administration; and other related functions as directed.

This position also acts as the School District’s Human Resources Director, implementing HR strategies and responsibilities. Assists the Superintendent in providing oversight of Food Service operations, Student Transportation fleet, and Building Operations. This position reports to the Superintendent of School

Position is available immediately and will remain open until filled.

Send letter of interest, resume, certification, latest transcripts, and three current letters of reference to:

Anne Kebler, Superintendent  
SAU 101  
76 Taylor Way  
Sanbornville, NH 03872

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