



Job Opening: Fire District Treasurer

Location: LEICESTER-CUYLERVILLE FIRE DISTRICT

Position Type: Part-Time

Application Deadline: Monday December 8, 2025

About the Role

The LEICESTER-CUYLERVILLE FIRE DISTRICT is seeking a detail-oriented and dedicated **Treasurer** to oversee the financial operations of the district. This position plays a vital role in ensuring transparency, compliance, and fiscal responsibility in support of our mission to protect the community.

How to Apply

Interested candidates should submit a letter interest to:

Commissioners LCFD

PO Box 144

Leicester, NY 14481

Applications must be received by Monday December 8, 2025.

Key Responsibilities

- Maintain accurate financial records for the district
- Prepare monthly, and annual financial reports
- Manage accounts payable/receivable
- Oversee budget preparation and monitoring
- Ensure compliance with state and local financial regulations
- Collaborate with commissioners, auditors, and other district officials

Qualifications

- Prior experience in accounting, finance, or municipal treasury work preferred
- Strong knowledge of bookkeeping and financial reporting practices
- Familiarity with NYS fire district financial regulations (or applicable state laws)
- Proficiency in accounting software and Microsoft Office Suite
- Excellent organizational and communication skills
- Commitment to integrity and public service