

**1.2.1.7**

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**SUBJECT: CHIEF FINANCIAL OFFICER**

(Exempt-Executive, level 4)

The Chief Financial Officer reports to the President and works under minimal direction; manages and supervises divisional functions and responsibilities; assumes responsibility for planning and recommending general divisional responsibilities and implementing and managing general responsibilities as directed by the President; exercises authority to employ and discharge employees; exercises general discretionary powers in management of the institution, subject to budgetary and policy limitations.

The Chief Financial Officer has planning, supervisory, management and budgetary responsibility for the following functions and related staff personnel:

- ◆ Accounting
- ◆ Cashier
- ◆ Payroll and Human Resources
- ◆ Safety Administration

The Chief Financial Officer shall discharge such other duties and responsibilities as may be assigned by the President.