



The Village of
North Fond du Lac
...A Great Place to Live, Work & Play

Finance-Treasurer

The primary duties of the Finance / Treasurer are budget preparation, bookkeeping, accounting, receipt & expenditure of municipal funds, payroll, and financial reporting activities.

Responsibilities:

- Bookkeeping and accounting
- Budget preparation
- Capital Improvement Planning
- Processing Accounts Payable
- Reconcile Bank Statements
- Oversee and Maintain Cash Receipts
- Preparer Journal Entries
- Track Loans and Investments
- Monitor and Record Financial Records of Village Tax Incremental Districts
- Prepares Checks
- Prepares information and assists in audits relating to Financials, Funds, and Tax Incremental Districts

Contacts:

- **Kris Ruch**
- Treasurer
- Email - kruch@nfdl.org

- Village of NFDL
- 16 Garfield St
- North Fond du Lac, WI 54937

- Phone 920-929-3765
- Fax 920-929-3964

Office Hours:

- Monday - Friday
- 8:00 AM to 4:30 PM