

# CITY OF CHANDLER



## ACCOUNTING MANAGER



**Chandler • Arizona**  
*Where Values Make The Difference*



**CHANDLER IS A GREAT PLACE TO VISIT, WORK, PLAY, AND LIVE**





## THE OPPORTUNITY

The City of Chandler seeks an experienced, creative and collaborative professional to oversee all aspects of Chandler's Accounting Division, including the general ledger, accounts receivable, accounts payable, payroll, cash management, debt management, fixed assets, grants accounting, and special assessments. This position will also prepare the Comprehensive Annual Financial Report (CAFR) and all other required financial reports. Additional knowledge in Payroll oversight is preferred. We are seeking individuals with exceptional customer service skills and a team oriented focus. He/she will be considered an integral part of the City's Management Services team reporting to the Management Services Director.

## THE COMMUNITY

Well recognized as a progressive, cutting-edge City, Chandler has truly transformed from a small desert town to a dynamic world-class city. It was founded in 1912 as Arizona's first master-planned community and has become a vibrant diverse community of more than 250,000 residents. The population is estimated to reach 299,000 at its planned build-out.

Located in the southeast portion of Metropolitan Phoenix, the City is strategically located and easily accessible by major freeways and Phoenix Sky Harbor International Airport. Although Chandler has seen extraordinary growth over the last 25 years, the City planned for the future and provided balance by focusing on the creation of distinct employment corridors, investing in top notch infrastructure and building quality neighborhoods. Called the "Innovation and Technology Hub of the Southwest" because of its wide variety of high technology industries, the City has developed good relationships with the business community and has a diverse base of 110,000 jobs featuring industry leaders: Intel, Orbital ATK, Bank of America, Wells Fargo, Rogers Corporation, InfusionSoft, PayPal and Microchip.

Chandler boasts world-class recreation facilities, award-winning hotels, fabulous restaurants featuring a diverse array of cuisines, outdoor recreation, premier shopping and one-of-a-kind events. Historic Downtown Chandler offers a unique experience of shops and restaurants unlike anything in the Phoenix metro area.

Chandler is graced with near-perfect weather, more than 330 sunny days a year, and an average temperature of 85 degrees. In 2010, Chandler was selected as a winner of the prestigious All-American City Award by the National Civic League, given each year to ten communities nationwide for outstanding civic achievements. In addition, earlier this year, Chandler was named the best city in the country to find a job by WalletHub, while last year, Niche awarded Chandler the best place best to live in metro Phoenix and the best suburb to live in Arizona. In 2017, Chandler was identified among the nation's top five safest cities to raise a family by Goodcall.

Chandler enjoys a rich cultural reputation and boasts of its dedication to quality education beginning at the pre-school level. The City is proud of the strong relationships it has developed with its community colleges, vocational schools, Arizona State University, University of Arizona and private universities. The community's highly educated and skilled workforce, growing employment base, low unemployment, household income and wealth trends are well above state and national averages. The City's median income is \$74,843 and the median home value is \$234,100.





## MISSION STATEMENT

**WE ARE COMMITTED TO SERVE CHANDLER'S  
CITIZENS THROUGH TEAMWORK,  
UNDERSTANDING AND DEDICATION IN A  
PROFESSIONAL AND RESPONSIVE MANNER.**



## THE ORGANIZATION

The City of Chandler is a nationally recognized, full-service, charter city operating under the council-manager form of government. The City is led by a seven-member City Council, elected at-large. The Mayor is directly elected, while the Vice Mayor is chosen by the City Council from amongst its members.

The City is organized into the Departments of the City Manager's office including Economic Development and Neighborhood Resources; Administrative Services; City Clerk's Office; City Court; Communications and Public Affairs; Community Services; Development Services; Fire; Law; Management Services; Public Works and Utilities; and Police. Chandler provides a full array of municipal services and in addition operates the Chandler Center for the Arts, the Museum and a municipal airport.

Chandler employs @1,687 full time employees and has four employee associations. The City's proposed budget for FY 18/19 is \$875.7 million.

## THE IDEAL CANDIDATE

The successful candidate will be an experienced government professional with outstanding leadership and personnel management skills and with a breadth of experience in managing accounting and financial activities with a high level of organization. The ideal candidate is a strongly committed individual who has a positive record of achievement and history of showing initiative, communication, foresight, vision and follow-through. The Accounting Manager will embrace the City Manager's approach of developing strong relationships with all areas of the organization based on regular and candid communication, partnership, mutual trust, respect, and accountability, with an emphasis on customer service,

The Manager will develop partnerships with other departments, governments or agencies to work on joint projects and address accounting and financial operational activities through a commitment to service delivery..

Key attributes and abilities include:

- An effective, service-oriented manager who respects employees, holds the organization accountable, leads necessary staff development and cultivates high morale,
- A manager who seeks to delegate and empower his/her staff; appreciates the strengths of a talented and devoted management team.
- A team builder and mentor; committed to developing City staff to their fullest potential.
- A relationship-builder; proactive in establishing constructive and collaborative relationships within the City organization.
- Knowledge of principles, methods, and practices of municipal finance and accounting systems and administration.
- Strong Accounting theory and ability to understand current and new accounting standards to ensure compliance with generally accepted accounting principles.
- A creative problem solver and developer of policies to guide Departments in accurate daily processes.

## QUALIFICATIONS

### EDUCATION:

- Bachelor's Degree in Accounting, Finance or related field

### EXPERIENCE:

- Eight (8) years progressively responsible experience in government accounting and financial activities, including three (3) years supervisory experience

### DESIRABLE QUALIFICATIONS:

- Certified Public Accountant
- Certified Government Finance Manager
- Experience in municipal government

*While the City has established minimum qualifications for this position, the key selection criteria will be a demonstrated record of excellence in the required elements and proficiency levels of the position and may elect to accept substitutions for some of the required education or experience, depending upon the total professional background and credentials of individual candidates.*

## COMPENSATION AND BENEFITS

The salary range for the Accounting Manager is \$90,302 - \$126,423. The City offers an attractive benefit package including affordable medical, dental and vision programs, wellness programs, retirement health savings, deferred compensation, vacation, sick leave, holidays, short term disability, group life and commuter insurance and an array of voluntary benefits. The City of Chandler participates in the Arizona State Retirement System (ASRS).

This position is designated as "unclassified" and will serve at the pleasure of the City Manager.

## SELECTION PROCESS

We encourage you to apply on-line at **[www.chanderaz.gov/jobs](http://www.chanderaz.gov/jobs)** by November 30, 2018. Please include your resume, cover letter, salary requirements and references. Resumes should reflect years of employment as well as number of staff and areas of accounting supervised.

For additional information, you may contact Sue Johnson, HR Manager by phone at 480-782-2357 or by email at [Sue.Johnson@chanderaz.gov](mailto:Sue.Johnson@chanderaz.gov).

The City of Chandler is committed to Equal Opportunity and Reasonable Accommodation.

