

Finance Director

The City of Benson is currently accepting applications for a **Finance Director**. Under administrative direction, plans, organizes and directs the operations and staff of the Finance Department; serves as the Finance Director and Treasurer for the City; ensures the integrity of the City's financial condition, records and reporting; develops and implements policies, procedures and internal controls; ensures compliance with all laws and regulations.

Required Knowledge and Skills:

- Knowledge of Generally Accepted Accounting Principles and Generally Accepted Auditing Principles.
- Knowledge of City policies and procedures.
- Knowledge of the laws and regulations governing municipal finance.
- Knowledge of management principles and practices.
- Knowledge of budget management methods and techniques.
- Knowledge and understanding of cash management, investment, and banking relationships.
- Skill in analyzing a variety of financial problems and making sound recommendations and preparing working procedures.
- Skill in formulating, recommending and administering accounting and financial policies.
- Skill in effectively managing, supervising and evaluating assigned staff.
- Skill in working independently and as part of a team.
- Skill in effective oral and written communications.
- Skill in establishing and maintaining effective working relationships with associate personnel, other City employees and the general public.
- Skill in the use of a personal computer and standard business software.
- Skill in following and effectively communicating verbal and written instructions.

APPLICATIONS: Complete Job Description and Applications available at City Hall and on the City's website, www.cityofbenson.com

INQUIRIES: (520) 586-2245

EDUCATION: Bachelor's Degree in Accounting, Finance, or Public or Business Administration; Master's degree preferred. Five (5) years of municipal accounting or finance experience, including three (3) years in a supervisory capacity.

State of Arizona driver's license.

SALARY: *\$69,605.13 - \$104,407.70 (Exempt)*

POSTING DATE: **Wednesday, February 26, 2020**

CLOSING DATE: **Thursday, March 19, 2020 – 4pm**

AN EQUAL OPPORTUNITY EMPLOYER

DRUG FREE WORKPLACE