



## Town of Clarkdale FINANCE DEPARTMENT ACCOUNTING SUPERVISOR Job Announcement

Our Finance Department seeks a full-time Accounting Supervisor to join our team dedicated to providing Clarkdale's staff, Council, citizens, and ratepayers with the highest standards of governmental financial accounting and related services. Currently, the Town organization has a total of 47.3 FTE's. Our employees take pride in professional, effective working relationships internally, with our Council, and our community.

Located in central Arizona, Clarkdale is a charming, historic town on the banks of the Verde River and at the base of Mingus Mountain. Ideally situated above the heat of the desert and below the high country cold, we enjoy a moderate year-round climate. With easy access to National Forest lands, numerous State Parks, National Monuments, the red rocks of Sedona and many historic and archaeological sites, residents are surrounded by natural, scenic beauty and outdoor recreational opportunities.

Candidates possessing any combination of education and experience that provides the knowledge, skills, and abilities necessary for satisfactory job performance will be considered. The ideal candidate will possess a bachelor's degree in Accounting or equivalent and have prior supervisory experience.

Characteristics of this position include the oversight of day-to-day operations of the Finance Department including coordinating, developing, monitoring, supervising, and evaluating the processes, programs and employees within the Department. Job functions require the knowledge, skills and abilities required for responsible, fiscally sound, and accurate financial management practices.

We provide full-time employees with an exceptional variety of choices for medical insurance. This benefit package includes health, dental and prescription coverages, life insurance, an employee assistance program, and an option to purchase vision insurance. The Town pays 100% of costs for employees and a significant portion of eligible dependent costs.

Insurance benefits begin on the first day of the month following date of hire.



Eligible employees participate in the Arizona State Retirement System (ASRS) which includes a 100% company match.

Our compensation package includes generous paid time off for vacation, holidays and sick leave. Holidays the Town observes include New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve and Christmas Day. Flexible scheduling and telecommuting options will be considered.

The annual pay range is \$45,300.83-\$72,481.34, DOQ. A completed Clarkdale employment application is required and supporting information is encouraged. The full job description and a link to our employment application are available on the Town's Human Resources webpage at: [http://www.clarkdale.az.gov/your\\_government/administrative\\_services/human\\_resources.php](http://www.clarkdale.az.gov/your_government/administrative_services/human_resources.php).

Open until filled with initial review of applications on Friday, August 13, 2021. Pre-employment background and drug testing will be conducted on the successful candidate. Additional information may be required of candidates throughout the screening and selection process, or upon its conclusion. Incomplete applications may not be considered. For more information or if you are unable to apply for any reason, please contact the Human Resources Department at (928) 639-2412.

The Town of Clarkdale is an Equal Opportunity Employer (EOE), and a drug-free, smoke-free work environment.