



# Senior Accountant

CITY TREASURER

**SALARY:** \$69,680.00 - \$101,316.80 Annually

**CLASSIFICATION:** Unclassified

**FLSA:** Exempt position, not eligible for overtime compensation.

**OPENING DATE:** 11/19/21

**STATUS:** Full-Time Regular

**CLOSING DATE:** 12/05/21 11:59 PM

## INTRODUCTION:

The Senior Accountant classification performs complex accounting work in all areas of financial reporting, including the preparation of the Annual Comprehensive Financial Report and Capital Projects. Additionally, this classification provides high-level technical support and coordination for the City Treasurer's Office, working effectively with City management and external stakeholders.

## MINIMUM QUALIFICATIONS:

### Education and Experience

- A Bachelor's Degree in Accounting, Finance, Business Administration, or closely related field from an accredited educational institution.
- Five years of experience in accounting, financial cost analysis, financial forecasting, auditing, or a closely related financial/fiscal activity.

### Licensing, Certifications and Other Requirements

- Current professional certification as an Arizona Certified Public Accountant is required within six months of employment.
- Every person employed by the City of Scottsdale shall reside in the State of Arizona during his or her active employment by the City, regardless of whether the employee is approved to remote work.

## ESSENTIAL FUNCTIONS:

*Performs duties and responsibilities commensurate with assigned functional area which may include, but are not limited to, any combination of the following:*

- Provides financial analysis of special projects and proposals to management.
- Researches and advises on implications of new Governmental Accounting Standards Board pronouncements and leads implementation.
- Coordinates and prepares various periodic reports such as the City's Comprehensive Financial Report for management.
- Coordinates the financial management and administration of assigned contractual agreements.
- Participates in the implementation, design and enhancement of new accounting systems to improve fiscal management capabilities.
- Coordinates the maintenance of a wide variety of complex accounting records and subsidiary records and systems.
- Acts as a consultant to City departments, assists in various financial analyses, and provides training and guidance regarding finance and accounting issues.
- Researches and responds to financial questions from citizens, senior management, and staff from other cities upon request.

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**A completed online application (along with a cover letter and resume) is required to be considered. Online applications will be available at the City of Scottsdale's website in the Job Opportunities page at**

**<https://www.governmentjobs.com/careers/scottsdaleaz> from**

**Friday, November 19, 2021 to Sunday, December 5, 2021.**

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