

NOW HIRING

Controller

Salary Range: \$106,864—\$143,198 Annual

The purpose of this position is to manage, direct and supervise the activities of the Accounting Division; to perform a variety of highly complex professional accounting work; and to provide complex staff assistance to the Financial Services Director.

Duties include, but are not limited to the following:

- Select, train, motivate and evaluate personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.
- Supervise and coordinate the preparation of the City's Annual Comprehensive Financial Report, which includes responding to technical questions and issues from the external auditors and City accounting staff.
- Completes submission of the Annual Comprehensive Financial Report to the Government Finance Officers Association.
- Interprets and implements new accounting standards and ensures compliance with Generally Accepted Accounting Principles; Federal, state and local laws; codes; and regulations applied to municipal accounting such as debt covenants.
- Reviews accounting activities, transactions, and reconciliations, and initiates and/or implements corrective actions to resolve discrepancies and correct errors.
- Prepare the Section budget; assist in budget implementation; participate in the forecast of additional funds needed for staffing, equipment, materials, and supplies; administer the approved budget.
- Monitor the City's financial condition; analyze financial statements; keep abreast of financial market activities; prepare reports and make recommendations regarding the City's finances; supervise the City's cash management and investment activities; invest the City's temporarily idle cash; administer the City's chart of accounts.

MINIMUM QUALIFICATIONS

Work Experience:

Requires five (5) years of experience in financial and accounting administration, preferably in municipal government, including two (2) years of administrative and/or supervisory responsibility.

Education:

Requires an equivalent to a bachelor's degree from an accredited college or university with major course work in accounting, finance or a degree related to the core functions of this position.

Certification, Licenses, and/or Registrations:

Certification as a Certified Public Accountant (CPA).

ADDITIONAL REQUIREMENTS

Applicants considered for this job classification must pass the following:

- Criminal history background investigation.

APPLY NOW!
Opening Date: 08/18/2022
Close Date: Open Until Filled
First Review of Applications: 09/01/2022



The City of Tempe offers a comprehensive benefits package including:

- Pay Increases Occur in July
- 12 Paid Holidays, 1 Personal Day, 8 hours Winter Holiday Leave
- Vacation Accrual; starts at 9.33 hours/month
- Sick Leave Accrual; 8 hours/month
- Medical, Dental and Vision Benefits
- Wellness Program Discount on health premiums

- Medical Reimbursement Program; \$53/month
- Tuition Reimbursement; \$6,000/year
- Participation in the Arizona State Retirement System (ASRS) Defined benefit plan with mandatory employer and employee contributions currently at 12.17% which includes a Long-Term Disability benefit
- Supplemental Retirement Plans through Nationwide; 457, 401K, and Employer contribution
- Position is eligible for 16 hours of additional Paid Leave