



FINANCE DIRECTOR

\$70,000+

Open to Public

THE POSITION

This is an exempt, financial and administrative position responsible for comprehensive city financial operations. Duties involve preparation of the annual budget, periodic financial reports, the capital improvement program, the Comprehensive Annual Financial Report (CAFR), investment of funds, risk management, insurance oversight, long-term financial planning and analysis of funds and active supervision of day-to-day finance department operations.

REQUIREMENTS

- Bachelor's degree in accounting, finance, business administration or related field; advanced degree in public finance or related field preferred.
- Minimum of five years of progressively responsible experience in the governmental finance field; seven years' experience preferred.
- BS&A software experience preferred.
- Considerable knowledge of governmental accounting principles, practices and procedures related to budgeting, purchasing and investing.
- Ability to analyze and interpret fiscal and accounting records, prepares comprehensive financial statements, reports and recommends and administers general internal controls.
- Ability to make accurate arithmetic calculations.
- Good judgment, initiative and resourcefulness in solving problems.
- Ability to establish and maintain effective working relationship with department heads, other employees, public officials and the general public.
- Ability to effectively supervise, develop, motivate and discipline personnel.
- Ability to communicate ideas, explanations and recommendations clearly, orally, graphically and in writing.

APPLICATION PROCEDURE

Submit your resume and a completed City of Owosso Application for Employment to the Human Resources Department, City Hall, 2nd floor, 301 W. Main St., Owosso, MI 48867. Applications are available from the Human Resources department, M-F, 9am-5pm, or at <http://www.ci.owosso.mi.us/Departments-Services/Human-Resources#Jobs>.

First review of applications/resumes will begin on Tuesday, January 3, 2017.

BENEFITS

Health insurance, life insurance, vision, dental, short & long-term disability coverage, vacation, personal days, 6 sick days per year, 11 paid holidays per year, defined contribution program, social security, employee assistance program, deferred compensation program, flexible spending account plan, and longevity.

AN EQUAL OPPORTUNITY EMPLOYER