



WOODRIDGE, IL – FINANCE DIRECTOR

Woodridge, IL (33,826) The Village of Woodridge is a progressive community located in DuPage, Will, and Cook Counties, Illinois approximately 30 miles southwest of Chicago. Incorporated in 1959, the community has continued to grow and prosper while carefully maintaining the area's natural setting through dozens of parks and thousands of acres of forest preserve land. With its close proximity to downtown Chicago and accessibility to major highways, including I-55, I-355 and I-88, Woodridge has also developed a thriving commercial community, with one of the largest business parks in the Chicago Metropolitan Area, along with eight other business parks, and 19 retail shopping centers that include dozens of national retailers and restaurants.

The Village is a full-service, 'Aa1' (Moody's)/'AA' (Fitch) rated home rule organization governed by a Mayor and six Trustees. A professional Village Administrator oversees a staff of 117 full-time employees and 2 part-time employees supporting the departments of Administration, Community Development, Finance, Police, and Public Works. The FY 2023 budget projects expenditures of \$72.4 million (inclusive of planned capital and debt expenses) and revenues of \$56.7 million (utilizing a strong fund balance stabilized by ARPA funds to offset the difference). The General Fund is \$24.5 million. The Village's strong credit ratings are a result of the Village's solid overall finances, long-term planning, stable community, and fiscal management policy.

Appointed by and reporting to the Village Administrator, the Finance Director and department staff are responsible for maintaining the integrity of the financial systems. The primary functions include budget preparation, audit oversight, investment of cash, collection of revenues, purchasing, accounts payable, payroll, and water billing. The Director currently has two (2) direct reports within the Finance Department, an Assistant Director of Finance, and a Fiscal Operations Manager. Three Fiscal Assistants (payroll, accounts payable, and water billing) report to the Assistant Director. A Budget Analyst reports to the Fiscal Operations Manager.

The Village is seeking an experienced, dependable, and collaborative Director to lead the Finance Department. The successful candidate will have the following:

- Bachelor's degree in accounting, business management, finance, or a closely related field.
- Five (5) to seven (7) years of increasingly responsible experience in public or private accounting or finance, ideally with three (3) years of management/supervisory responsibility, preferably in local government.
- Master's Degree, CPFO or CPA designation is preferred.
- Strong analytical, and oral and written communication skills, staff leadership and management abilities, and a demonstrated proficiency and enthusiasm for working closely with elected and appointed officials.

The expected salary range is \$113,000 - \$164,000, depending on qualifications and experience. Residency within 30 miles of corporate limits is required. A comprehensive benefits package includes participation in the Illinois Municipal Retirement Fund (IMRF), health insurance including medical, and dental, (also available to dependents), life insurance, medical and dependent care flexible spending accounts, optional 457 plan participation, and paid holidays, paid vacation, sick leave and personal days, as well as tuition reimbursement and interest-free loan programs.

Apply online at www.GovHRjobs.com with a resume, cover letter and contact information for five professional references by November 4, 2022. Questions may be directed to Maureen Barry, Senior Vice President, GovHR USA at 224-380-3240, x116. The Village of Woodridge is an Equal Opportunity Employer.