

Full-Time Finance Director

Apply Online: <https://ci.moraine.oh.us/employment/>

Opens: August 9, 2024

Closes: September 5, 2024

Description

The City of Moraine is seeking a full-time Finance Director within our Finance Department. The Finance Director is a Council appointed position who leads the Finance Department in the development and maintenance of the City's financial operations: a computerized financial and management information system, budget development and analysis, City funds investment, fixed asset system, income tax collection, home improvement loan program, the posting and the reconciliation of ledgers and accounts, payroll and accounts payable processing, and miscellaneous billings. Serves as chief financial advisor to the City Council and City Manager. Duties are performed under the general supervision of the City Council or their designee and according to established laws and accounting principles.

Salary

Position offers a starting salary of \$110,500 and above, dependent on knowledge, skills, competencies, and experience with a comprehensive benefits package, including health, dental and vision insurance options, PERS retirement plan and a generous leave package.

Qualifications

- Minimum of a Bachelor's degree (Masters degree preferred) in accounting, finance, business or public administration, or a closely related field, and five years of progressively responsible municipal finance work, and equivalent training or experience that provides the following knowledge, skills and abilities.
- Bondable.
- Must comply with all City rules and regulations (PPM). All candidates must be willing to submit to random drug screenings.
- Notary Public preferred or ability to obtain within 6 months of employment.
- Considerable knowledge of modern government accounting theory, principles, and practices; to include internal control procedures and management/financial information systems; public finance and fiscal planning; and payroll and accounts payable functions.
- Thorough knowledge of advanced computer hardware and software used in accounting and finance.
- Thorough knowledge of accounting and reporting systems: GAAFR, GAAP, and GASB.
- Thorough knowledge of current investment practices and tax codes.
- Ability to deal effectively with the City Council, City Manager, staff, the public, and co-workers.
- Effective verbal and written communication skills.
- Ability to handle stressful situations.
- Maintain good physical condition in order to work mainly indoors. The employee is frequently required to stand, walk, or sit. To use hands and fingers to handle or feel objects and operate equipment or controls. They may also have to climb or balance, stoop, kneel, crouch, or crawl. The employee will occasionally lift medium weight items, 50 pounds or less, such as equipment or other material.

- Specific vision abilities required of this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Corrective lenses may be worn to aid in specific vision requirements.
- Requires normal hearing abilities.
- Possess current Ohio state driver's license.
- Must be of good moral character with no disqualifying criminal history.

Special Requirements

Please include Resume to be considered