



MEDINA COUNTY COMMISSIONERS
Human Resources Department

Job Posting

Budget Officer **Full-Time**

The Medina County Board of Commissioners seeks a full time Budget Officer for the Finance Department.

The Budget Officer reports to the Assistant County Administrator. Performs a variety of accounting and statistical record keeping for the annual budgets and grant budget programs for county departments and agencies. Responsible for making recommendations for budget revisions and assisting in maintaining expenditure control. Provides assistance to departments' budget preparations. Requires independent judgment in the application of established work methods and procedures. Prepares various financial and analytical reports including the Federal schedule.

Requires a Bachelor's Degree in Finance, Political Science, Economics, Accounting, Public or Business Administration or a closely related field. Five (5) years of financial experience to include fund accounting, budgeting, and grants in public sector preferred. Certified Public Accountant (CPA) or Certified Government Finance Officer (CGFO), desired.

The successful candidate must pass a background check and drug screen.

Annual Salary: \$50,000 - \$60,000

Benefits: Medical Insurance, Wellness Program, Retirement Contributions, Deferred Compensation Plans, Paid Sick Time, Paid Holidays, and Vacation

Apply in person or send resume with application to:
Medina County Human Resources
Attn: Budget Officer
144 North Broadway, Suite 202
Medina, Ohio 44256

Resumes may also be sent to: alyongalvin@ohmedinaco.org

Application Deadline: 11/19/2021