

Finance Director for Town of Miami, AZ: Is seeking a visionary leader with unquestionable ethics and integrity as well as solid management, organizational and leadership skills.

The Finance Director plans, supervises, organizes and manages the activities of the department which includes Finance, Treasury, Procurement, Payroll, and Information Technology. Performs advanced and professional level accounting supporting the Town's administration Department and all other Department with structure of the Town. Must possess sound understanding of Generally accepted Accounting Principles (GAAP) and Government Account Standards Board (GASB). The Finance Director reports to the Town Manger.

Key Responsibilities and Duties:

- * Assist in oversight of Town's grant and special programs
- * Goal driven to achieve best results
- * Evaluate financial reporting systems, accounting and collection procedures, and investment activities and make recommendations for changes to procedures, operating systems, budgets and other financial control functions.
- * Provides budgetary and audit support to all areas / departments.
- * Develop new work methods and practices that allow for continual process improvement via innovative solutions.
- * Prepare financial and regulatory reports required by laws, regulations, and Town Council
- * Establish procedures for custody and control of assets, records, loan collateral, and securities to ensure safekeeping.
- * Plan, direct, and coordinate risk and insurance programs of establishments to control risks and losses.

Minimum requirements: Candidates for this position should possess a Bachelors Degree from an accredited college or university with an emphasis in Accounting, Public Administration, Business Administration, or other closely related field or a combination of education and experience will be considered. Candidates should have over 5 years of related work.

Salary Range: \$38,000 - \$65,000 (DOE) annually

All qualified applicants are encouraged to apply. Applications are available at Miami Town Hall: 500 W. Sullivan Street, Miami, AZ or call 928-473-4403 or <http://www.miamiaz.gov/employment.html>. Please send employment application, resume and cover letter to: Town of Miami ATTN: Karen Norris, C.M.C. 500 W. Sullivan St. Miami, AZ 85539.

Position will be open until filled. E.O.E.