

FINANCE DIRECTOR AD

THE POSITION:

The City of Exeter is seeking an experienced and self-motivated Finance Director. The ideal candidate for this position has been described as an experienced public finance professional with experience in a municipality setting, with strong knowledge of principles, practices, and procedures related to public agency fund accounting and finance. The Finance Director will plan, develop, implement, organize, manage, continuously improve, supervise, direct, and evaluate the accounting, finance, treasury, utility billing, purchasing, and business licensing operations of the City; assist in the administrative and leadership role in the organization; and develop and implement policies relating to the Finance Department function and operations. Excellent communication skills, strong interpersonal skills, and willingness to continuously improve the Finance Department is a must. Proven, successful local government management and finance experience are critical.

EDUCATION/EXPERIENCE:

Graduation from an accredited four-year college or university with major coursework in finance, accounting, public/business administration, economics, or a closely related field, and five (5) years of applicable experience in a municipality or other public agency, with at least three of those years at a management level. Experience with financial systems, governmental fund accounting and budgeting, and public agency administration highly desired. Master's Degree and/or Possession of a Certified Public Finance Officer (CPFO), Certified California Municipal Treasurer (CCMT), Certified Professional Financial Manager (CPFM), or Certified Public Accounting (CPA) designation is desirable.

COMPENSATION/BENEFIT PACKAGE:

Salary: \$7,254 to \$8,906 per month

Benefits: The City offers an excellent benefit package including CalPERS retirement (2% @ 62 for "New" CalPERS members and 3% @ 60 for "Classic.") City contributes 7% into a deferred compensation program. City pays a portion of the employee and dependent coverage costs of group medical. An opt-out plan is also available. The City provides a self-funded dental and vision plan. Life Insurance – based on annual salary. Short and Long-Term Disability Insurance. Leave and holidays include: Management Leave: Ninety-Six (96) Hours per year (prorated based on date of hire); Sick Leave: Twelve (12) days per year (earned on a pay period by pay period basis); Vacation Leave: Sixteen (16) days per year. Additional days based on service years. (Buy-back option available); Holidays: Eleven (11) holidays and two (2) half-day holidays observed annually; and Additional Leave: Employees receive one (1) day for birthday credit. In addition, an auto allowance of \$300 and cell phone reimbursement of \$45 per month is provided. Option benefits include additional insurance policies, voluntary Deferred Compensation Program (457 Plans) and Flexible Benefit Program (IRS Section 125 Plan)

Interested candidates should apply by 5:00 p.m. on Friday September 22, 2017 by submitting the City Application form, Resume, Cover Letter to:

City of Exeter
Shonna Oneal, Personnel Officer
100 North C. Street
Exeter, CA 93221

Detailed brochure and application procedure available at: www.cityofexeter.com