

Finance Director

The City of Altoona, Pennsylvania is seeking an experienced, progressive, and dedicated individual as its next Finance Director. The position of Finance Director is the primary administrative position responsible for managing all aspects of financial operations for the City. This is a professional accounting and administrative position with responsibility for budget preparation and monitoring, general accounting, cash and investment management, debt administration, payroll, accounts receivable and payable, tax and revenue collection, establishing financial policies, procedures, controls and reporting systems, fixed asset control and administration of all lines of insurance coverage. The position requires the exercise of supervision over a staff of employees either directly or through subordinate supervisors, and involves a great deal of interaction with other City Departments and the public. The Finance Director exercises considerable latitude in the performance of duties, subject to the general supervision of the City Manager.

The ideal candidate will have significant experience in budgeting and finance. A Master's Degree in Accounting, Business Administration or related field from an accredited college or university is required, and Certified Public Accountant (CPA) licensure is preferred. Ideal candidate will have extensive experience in governmental accounting, some of which shall have been at a supervisory level. An equivalent combination of education and experience will be considered. Desired skills include the ability to maintain positive relationships with employees, the public, and city officials. Salary range for this position is \$67,000 to \$72,000, DOQ/DOE

Qualified candidates should submit a cover letter and resume, along with salary history and five professional references by Friday, May 13, 2016 to candidates@altoonapa.gov

For more information call the City Manager's office at (814) 949-2408, email candidates@altoonapa.gov, or write to City Manager's office, 1301 12th Street, Suite 100, Altoona, PA 16601.

The City of Altoona is an equal opportunity employer