

# EMPLOYMENT OPPORTUNITY



## ASSISTANT FINANCE DIRECTOR

The City of Forest Park is seeking an Assistant Finance Director to assist Finance Director in overall Finance and Tax Department operation. Ideal candidate will have financial background in local government with experience in business and individual income taxes. Prefer a combination of experience in tax, finance, and budgeting. Requires hands-on working knowledge of fund accounting and federal, state, and local income tax laws, ability to supervise and coordinate financial activities, prepare financial reports, interpret and enforce City's income tax ordinance. Must have an advanced knowledge of Microsoft Word, Excel, PowerPoint and Adobe Professional. Must have a basic knowledge of Microsoft SQL Server Management queries and commands. Must have proven ability and willingness to work well with employees, citizens and officials while maintaining the trust, goals and priorities of the Finance Director.

Qualifications: Bachelor's or Master's degree in Finance, Accounting preferred; CPA and/or CPFO a plus, 3 years of experience in governmental accounting, 3 years supervisory experience. Salary Range: \$81,318-\$110,529/year with starting range of \$81,318 - \$87,842 and excellent benefits. Apply by 12:00 p.m. EST on Friday, March 2, 2018, at [www.forestpark.org](http://www.forestpark.org), or at City Hall, 1201 W. Kemper Road, Forest Park, OH 45240.

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