

CITY OF BROADVIEW HEIGHTS
DIRECTOR OF FINANCE

Seeking qualified candidates for a full-time Finance Director for the City of Broadview Heights, Ohio. Reporting to the City's Mayor, the successful applicant will lead a staff of three full-time and two part-time employees. They will supervise accounting, financial reporting, budgeting, procurement, investment, revenue collection, utility billing, debt management and payroll functions. This individual shall serve as the chief financial advisor to the Mayor and as a key member of the Administration, developing short and long range financial plans, gathering, interpreting and preparing data for studies and reports and making recommendations. They will attend Council and Committee meetings in order to effectively convey financial issues to staff, elected officials and citizens. The Finance Director also serves as the City's Tax Administrator, collaborating with the Regional Income Tax Agency to ensure the complete and accurate collection of Municipal Income Tax. A Bachelor's degree from an accredited college or university is required, along with a CPA and at least five years of experience in public or private accounting. Strong written and oral communication skills along with interpersonal and leadership skills are necessary as well as familiarity with GAAP, as they relate to municipal operations. The annual salary range of \$70,000 - \$97,350, DOQ, is accompanied by an excellent benefits package. Applications will be accepted online at: <http://www.broadview-heights.org/jobs.aspx>

Posted on January 31, 2017. Applications will be accepted until February 21, 2017