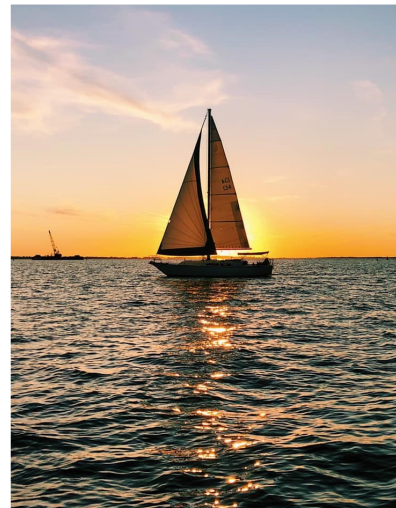




CITY OF SANDUSKY



Accepting applications for the position of

FINANCE DIRECTOR

Application deadline: November 30, 2019

THE COMMUNITY

The City of Sandusky is a scenic Great Lakes port and tourism community and the county seat of Erie County, Ohio, with an estimated population just over 25,000 (total population within a 15-mile radius of the City is 112,000). The City is 14.9 square miles (9.1 sq. mi. of land, 5.8 sq. mi. of water) located on the southern shore of Lake Erie, midway between Cleveland and Toledo. Sandusky offers small town living with easy access to both of these major urban areas.

Sandusky has one of the finest and best-protected harbors on the Great Lakes. Its location enhances the industrial potential of the area by providing an abundant fresh water supply and access to Great Lakes shipping.

Sandusky's Bayfront Corridor, traverses through downtown Sandusky and provides some of the most beautiful and accessible waterfront in Ohio. A municipal boat ramp and a 62-slip transient marina, along with many private marinas and a yacht club, accommodate City residents and tourists.

Cedar Point Amusement Park, Sandusky's most famous attraction, has 3.5 million visitors annually and has been named the #3 "best amusement park in the world" by the Golden Ticket Award Program.

Sandusky is currently experiencing a downtown renaissance, becoming a cultural and recreational destination with quality shopping, dining and entertainment for residents and visitors to enjoy. The distinctive historic architecture, beautifully-landscaped parks and friendly atmosphere offer an appealing charm to Sandusky visitors and residents.

CITY ACCOLADES

- *USA Today* Best Coastal Small Town (2019)
- Home of Cedar Point, #3 Amusement Park in the World by Amusement Today's Golden Ticket Awards (2019)
- Host city of Governor Kasich's State of the State Address (2017)
- *Fortune Magazine* list of "100 Great Things About America for exceptional theme park and high job growth" (2011)
- *Forbes* list #1 Best Place to Live Affordably (2011)



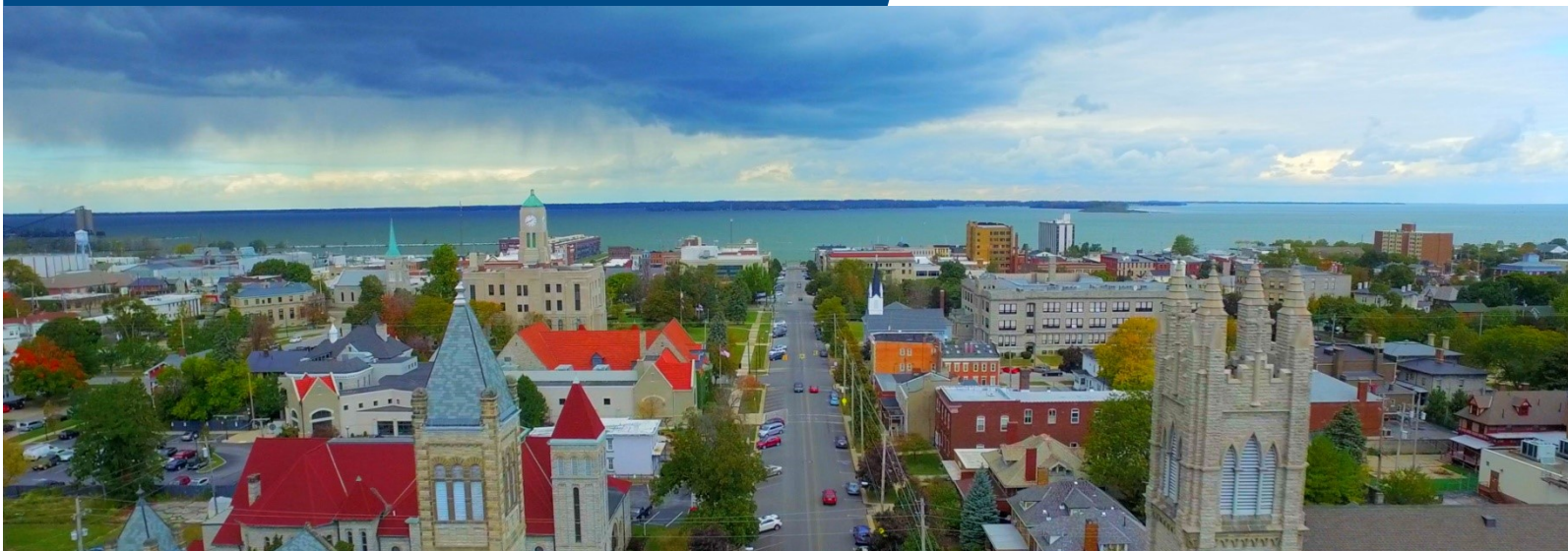
THE ORGANIZATION

The City operates under a commission/manager form of government. Seven commission members are elected for four-year terms. The City Commissioners make policy decisions which the City Manager and his staff implement.

The City provides a full range of municipal services including: police, fire, planning & zoning, engineering & public works, transit, economic development, code compliance, IT, building department, finance department, customer accounting, human resources, streets & utilities, facilities, maintenance & properties, cemetery, forestry, horticulture, fleet maintenance, water treatment, and waste water treatment.

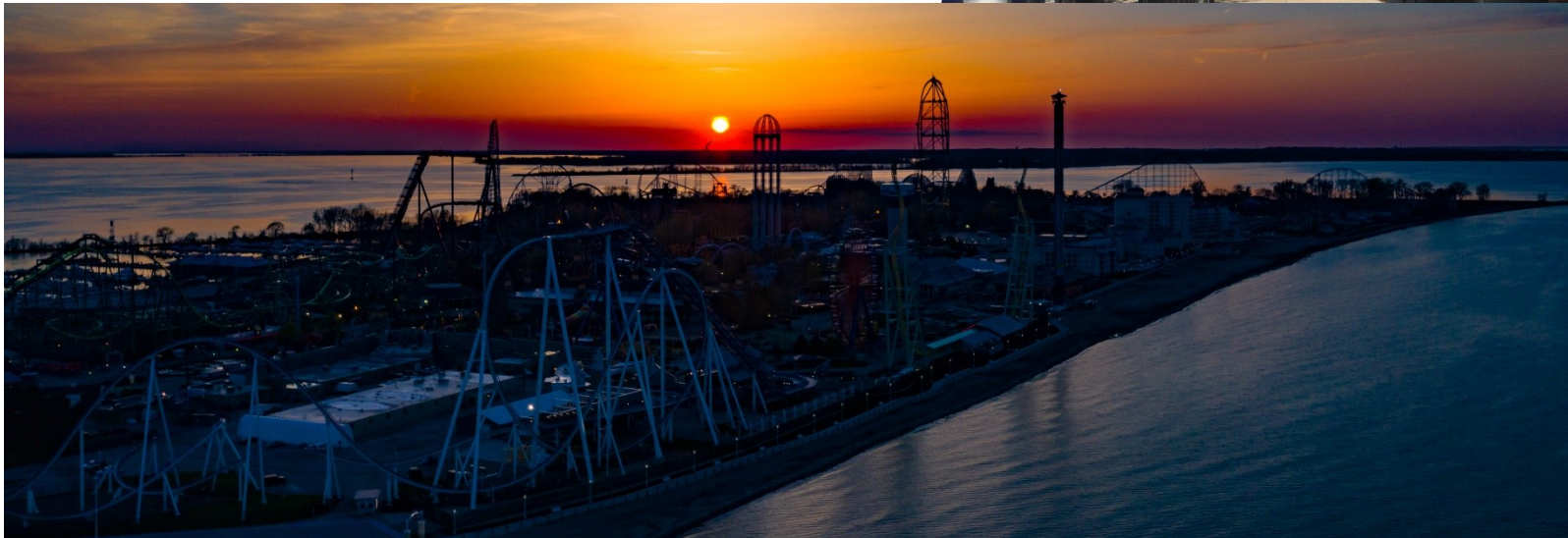
There are currently 248 full-time and part-time City employees and 52 seasonal employees.

The City's 2019 annual budget is approximately \$24.8 million general fund and \$85.7 million all funds. The City has an Aa3 bond rating from Moody's Investors Service.



ABOUT THE POSITION

- The Finance Director performs a variety of complex professional, managerial, and technical financial and accounting functions for the City. The Finance Director will also coordinate on assigned activities with other departments and outside agencies and provides highly responsive, agile, and complex support to the City Manager and Department Directors.
- The Finance/Customer Accounting Departments are responsible for the administration, supervision, management oversight and coordination of all financial operations and compliance including, but not limited to, accounts payable, compiling and administering the budget, asset accounting, cash management, debt management, investments, payroll, utility billing, and budget & financial forecasting. The Finance/Customer Accounting Departments currently operate with seven full-time employees.
- The ideal candidate will possess a solid background in all aspects of municipal finance, coupled with a general understanding of all City operations and department compliance including enforcement of applicable federal, state and local laws, ordinances and codes. Being able to monitor business transactions/operations for compliance with laws, regulations, contracts and grant agreements relating to accounting and financial reporting is critical.
- The ideal candidate will also be able to plan and organize the Finance/Customer Accounting Department's accounting activities including financial statement preparation and coordination of annual audits. In addition, he/she will be able to establish and maintain direction and regulation over revenues and expenditures in City departments, divisions and services in accordance with accounting, reporting and managing practices.





QUALIFICATIONS

- A Bachelor's degree in Finance, Accounting, Business Administration or related field
- Seven (7) years experience in public finance administration, accounting or banking including three (3) years at a managerial level; OR an equivalent combination of education and experience
- Preferred qualification: CPA licensure or master's degree

COMPENSATION & BENEFITS

Compensation based on experience. The City offers an excellent benefits package including:

- Competitive vacation/sick leave offering
- 14 paid holidays
- Medical, Dental and Vision Insurance for employee and their dependents
- Life Insurance compensated equal to one year salary
- Ohio Public Employees Retirement System
- Deferred Compensation
- Family Leave, Employee Assistance Plan, Prescription Drug Plan and Education Assistance

TO APPLY

If interested in this exceptional opportunity, visit our website at www.cityofsandusky.com and select Job Announcements on the homepage.

Please attach your letter of interest, resume and three (3) professional references to your completed application.

The position is open until filled, with a first review date of **November 30, 2019**.

Resumes will be screened according to the qualifications listed above. Phone interviews may be conducted.

Questions regarding the recruiting process may be directed to:

Connie Nicholson 419.627.5968
cnicholson@ci.sandusky.oh.us

Victoria Schaefer 419.627.5885
vschaefer@ci.sandusky.oh.us

