



JOB ANNOUNCEMENT
Finance Director

CLASSIFICATION & SALARY: E83 (Senior Management)
Position Salary Range: \$85,106 - \$127,660/yr DOE / DOQ
Open to Public: April 2, 2018

The City of Kodiak is recruiting for a Finance Director. The position reports to the City Manager and functions as head of the Finance Department and is responsible for \$35-\$45 million annual operating budget and \$100 million capital budget. Executive level position responsible for directing, coordinating, and managing activities and staff of Finance and IT Departments; performs variety of complex professional, administrative, supervisory, and technical accounting and financial functions to manage and maintain fiscal systems and records; performs periodic and annual financial reporting, budget preparation and oversight, billing and collections, and treasury management. Ensures conformance with governmental accounting standards and applicable laws; plans and oversees revenue collection and disbursement, payroll, accounting, risk management, and information systems; prepares periodic, special, quarterly, and annual reports on the City's financial status; provides for general liability and other insurance coverage of City assets; overseeing annual auditing process. Directs activities and oversees performance of seven full-time staff. Responsible for the efficient operation of the department and financial services to maximize cost-effectiveness, productivity, support to City departments, and service to the public.

City of Kodiak: Kodiak is a home rule city with a council-manager form of government. The City of Kodiak is home to about 6,100 residents, with approximately 13,500 people living in several communities in the Kodiak Island Borough. The economy of Kodiak is based on commercial fishing and seafood processing. Tourism, sport hunting and fishing, the aerospace industry, health care, and government employment also serve to strengthen Kodiak's economy. Kodiak is known the world over for its pristine and scenic beauty. Opportunities for outdoor sports and recreational opportunities abound with easy access to rivers, beautiful beaches, and hiking trails.

Minimum Qualifications: A suitable combination of the following education and/or experience that provide the necessary knowledge, skills, and abilities may be evaluated on an individual basis:

- Bachelors degree in Business Administration or related field;
- 8-10 years progressively responsible experience in directly related field, with a minimum of five years of director level including supervisory experience and responsibility;
- Certified Public Accountant;
- Valid driver's license.

Preferred Qualifications: Public sector management experience and Alaskan experience; Public accounting experience at a senior level or above with experience auditing governmental entities and experience with A-133 single audits a plus.

Submit letter of interest, completed and signed original City of Kodiak employment application form, resume, and 5 professional references to the City Manager's Office at 710 Mill Bay Road, Room 114 by 4:00 P.M. M-F. Please see our website <http://www.city.kodiak.ak.us/hr/jobs> for the City of Kodiak employment application or pick up an application at the City Manager's Office. Faxed or emailed applications will not be accepted. The City of Kodiak offers a generous benefits package which includes vacation and sick leave, 100% employer paid medical insurance and public employees' retirement.

Mike Tvenge, City Manager