

# CITY OF CORDOVA

## Finance Director

**Senior Management Position**  
**Position Salary Range: Up to \$110k/yr. DOE / DOQ**  
**Open Until Filled**

The City of Cordova 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 a \$15 million annual operating budget including Enterprise Funds. This Executive level position will be responsible for directing, coordinating, and managing activities and staff of the Finance Department. As FY2019 unfolds, this position may see expanded areas of responsibility and will function much like an Administrative Services Director, with expanded duties in the areas of IT, HR, Medical plan and Grants, with the core function remaining in finance. First and foremost, this position will ensure conformance with governmental accounting standards and applicable laws; plan and oversee revenue collection and disbursement, payroll, accounting, risk management, prepare periodic, special, quarterly, and annual reports on the City's financial status; provide for general liability and other insurance coverage of City assets; oversee annual auditing process. This is truly an opportunity to serve in multiple areas and develop the direction of the core duties as assigned and to grow with the organization and community.

**City of Cordova:** Cordova is a home rule city with a council-manager form of government. The City of Cordova is home to about 2,400 residents, growing to nearly 5,000 during the height of the fishing season. The economy of Cordova is based on commercial fishing and seafood processing. Tourism, sport hunting and fishing also serve to strengthen Cordova's economy. Cordova is known the world over for its pristine and scenic beauty and opportunities for outdoor sports and recreational opportunities abound with easy access to rivers, wilderness, hiking trails and other amenities common to larger communities. Cordova is truly Alaska at its best, with superior schools and medical facilities. Cordova enjoys an experienced and dedicated staff, a strong articulated Council vision, outstanding partnerships, a collaborative community environment and the newly constructed Cordova Center. This is truly an opportunity to grow and create.

**Minimum Qualifications:** Education and/or experience that provide the necessary knowledge, skills, and abilities to perform the duties of the position:

- Bachelor's degree in finance, Business Administration, Public Administration or any combination that demonstrates the ability to perform the duties assigned.;
- Demonstrated experience in public finance, with supervisory experience desired;
- Valid driver's license.

**Preferred Qualifications:** Master's Degree or CPA. Experience in governmental accounting and finance. Experience with IT, HR, Medical plans and grants would be exceptional.

Submit letter of interest and resume to [citymanager@cityofcordova.net](mailto:citymanager@cityofcordova.net).

Faxed or mailed applications will not be accepted. The City of Cordova offers a generous benefits package which includes vacation and sick leave, 100% employer paid medical insurance and enrollment in PERS (Public Employees' Retirement System).

*The City of Cordova is an Equal Opportunity Employer*