

Finance Director

The City of Alturas is looking for a skilled individual that is under the direction of the City Council, to plan, organize, monitor, and direct the City's financial management programs which include: investment of funds, accounting and revenue administration; to advise City Council regarding municipal financial matters; and to perform related work as required.

The Finance Director plans, organizes and directs accounting, budgeting, auditing, purchasing, investment of City funds, revenue administration and computer services provided by the Finance Department; prepares financial statements and reports for presentation to the City Council and other agencies, reflecting the financial standing of the City.

The ideal individual would have a Bachelor's Degree in Business or Accounting or related field with at least 2 years accounting and supervisory experience, or a minimum of 5 years in a management accounting position, with human resource knowledge, supervisory skills, payroll and payroll tax reporting, as well as knowledge of Generally Accepted Accounting Principles. The City uses double entry accounting software, so the ideal candidate must have knowledge of T-Accounts.

Salary: \$46,685 DOE

City Paid Benefits: CalPERS Retirement – Classic Members 3% @ 60 (city pays employee portion), STD & LTD, Medical – BlueShield, Gap, Dental – Delta Dental, Vision – VSP, Medical Opt Out, 1 Personal Use Day annually, 8 hours of Vacation accrued monthly, and 8 hours of Sick Leave accrued monthly.

Employee Paid Benefits: CalPERS Retirement - PEPRAs Members 2% @ 62 (employee pays 6.25% of salary), CalPERS 457 Plan, and Aflac.

A detailed job description, application and benefit explanations can be obtained at City Hall, 200 W. North St. or by going to the City's website www.cityofalturas.us under Job Opportunities. Open until filled. City of Alturas is an Equal Opportunity Employer.