



CITY OF **MOAB** UTAH

Qualifications:

- Bachelor's degree in finance, business, public administration or a closely related field; graduate degree is strongly preferred;
- Five (5) years of experience in public finance and/or public administration or an equivalent combination of training, education and experience;
- Experience working in a municipal government setting is required;
- Strong personnel management and supervisory skills;
- Knowledge of government accounting and financial practices.

To Apply:

Submit a formal application, cover letter and résumé through the City of Moab's

"Employment Opportunities" link at www.moabcity.org

Position is open until filled.
Applicant review begins March 3.

NOW HIRING: FINANCE DIRECTOR

The City of Moab is accepting applications for a finance professional to manage our Finance Department.

Job Responsibilities

Budgeting/Fiscal Policies

- Design, refine and oversee the annual budget process;
- Develop rolling revenue projections and prepare revenue status reports;
- Monitor City revenues and expenditures;
- Ensure City fiscal activities conform to statutory accounting principles;
- Manage accounts receivable;
- Manage the City's business licensing process;
- Supervise citywide cash-handling procedures;
- Act as an internal auditor to manage Citywide accounting, financial reporting and budgeting;
- Oversee collections, billing and managing all special taxes and assessments.

Financial Analysis

- Develop financial metrics for the City;
- Prepare long-term financial models;
- Establish informative and clear financial data for public access;
- Identify and secure funding sources for capital and operational needs.

Strategic Planning

- Advise and guide overall strategic financial direction of the City;
- Develop finance-related training for City staff;
- Coordinate with City Engineer in ongoing development of citywide capital facilities plan.