



# *City of Dilley*

## **JOB ANNOUNCEMENT**

### **FINANCE DIRECTOR**

Responsible for the City's financial operations and programs. This includes but not limited to, directing the City's financial reporting, accounting, accounts payable, accounts receivable, payroll procurement, financial planning, budgeting, and debt programs. Overall is responsible of the Accounting, Purchases and Customer Service.

#### **Essential Functions:**

Ensures the highest level of financial accountability and transparency to the City Council, City management and citizens. Maintains and encourages the highest ethical standards

Manages and directs the administration of the City's accounting operations, which includes the oversight of the City's financial system, establishes and enforces financial policies, ensures adherence to Governmental Accounting Standards Board (GASB) pronouncements, produces monthly, quarterly, and year-end (Comprehensive Annual Financial Report) financial reports

#### **Minimum Qualifications/Acceptable Equivalency:**

Bachelor's Degree in Accounting, Finance, Business Administration, Economics or Public Administration with more than four years of progressively responsible experience in municipal finance, accounting, budgeting, and/or cash and debt management, including at least two years of supervisory experience

#### **OR**

- Any combination of education, training, and experience that provides the knowledge, skills and abilities required
- Must have a valid Class "C" Driver's License prior to employment (must obtain Texas Class "C" driver's license within 30 days of hire per state law)

Submit applications to 116 E. Miller Dilley, Texas 78017

Via email: [jgonzalez@cityofdilleytx.com](mailto:jgonzalez@cityofdilleytx.com)