



## EMPLOYMENT OPPORTUNITY

The City of Rio Vista is accepting applications for the position of:

### **Director of Finance**

**Salary \$8,338 - \$10,137\* DOQ**

**The City of Rio Vista** is accepting applications for the position of Director of Finance. The Director of Finance is appointed by and reports to the City Manager. The Director oversees the activities and operations of the Finance Department which includes budget, accounting, payroll, collections, utility billing and risk management. The City has a general fund budget of approximately \$5.4 million and a capital improvement budget of \$11.7 million.

The City is seeking an experienced finance professional who possesses a solid understanding of governmental accounting principles and practices. This candidate will possess strong leadership skills, be hands-on, and embrace change. He/She will ensure that all financial systems and controls are in place and recommend and implement effective changes to systems and processes.

**Qualifications:** Possess the equivalent of five years of broad and extensive experience in professional municipal and fund accounting, including at least three years in a responsible management or supervisory capacity, and a Bachelor's degree in accounting, business administration, economics or a related field. A Master's Degree or a Certified Public Accountant certificate is strongly desired.

**Compensation** includes an excellent benefits package: CalPERS Retirement, 90% employer-paid family medical coverage and 100% employer-paid dental, vision, and life insurance. Paid time off that includes 12 days of vacation, 15 holidays, 80 hours administrative leave and 96 hours sick leave. *\*The City is currently evaluating salary and benefits packages. This salary increase is scheduled to be adopted in October 2017.*

**Selection & Processing:** Applications will be reviewed for minimum qualifications and only the most qualified will continue in the process. The examination process may consist of a written examination and oral interview. Those selected are subject to background investigation, Livescan, physical and drug screen.

**Final filing date:** A completed application must be received by the City **no later than 5:00 p.m. on Thursday, October 26, 2017**; to obtain the Employment Application, detailed benefits information, job description and salary schedule, please visit our website at: [www.riovistacity.com](http://www.riovistacity.com) (Departments/Human Resources/Employment Opportunities). Submit applications to City of Rio Vista, Human Resources, 1 Main Street, Rio Vista, CA 94571 or via fax to 707-374-6763. **A City application must accompany a resume.**

THE CITY OF RIO VISTA IS AN EQUAL OPPORTUNITY EMPLOYER