

The City of Gibraltar is accepting applications for the position of Finance Director. This appointed position serves along-side the City Treasurer as the Chief Financial Officer for the City. The primary role of the Finance Director is to administer and supervise all financial aspects of the City including but not limited to:

- Managing financial planning and investments
- The collection of taxes and other revenue paid to the city
- Calculation of tax increment revenue
- Develop, administer, and manage all aspects of the budget
- Coordinate audits
- Insure compliance with all State and Federal reporting requirements
- Assists needed with payroll, account payables, etc.
- Budget projections and costing
- Coordinate and supervise all purchasing arrangements.
- Acts as the deputy purchasing officer for the city
- Any and all other financial and treasury duties
- Attend meetings of the Gibraltar City Council (evenings) and field inquiries regarding city finances from Council and the general public

The ideal candidate will have excellent communication and analytical skills, and the ability to work effectively in a team environment. A bachelors degree in finance, accounting, or related field is required. CPA or CPFA Certification and experience in municipal finance is preferred. Familiarity with BS&A software, Excel and a strong knowledge of GAAP is beneficial.

Position is full time with benefits. Salary range is \$45,000-\$55,000 (DOQ).

Qualified candidates should submit their cover letter, resume, and City of Gibraltar Employment Application (available at www.cityofgibraltar.net) to dthiel@cityofgibraltar.net or by mail to City of Gibraltar, 29450 Munro St. Gibraltar MI 48173 Attn: Administrator. Applications will be received until Wednesday March 2nd, 2018. A full description of the position is available at www.cityofgibraltar.net