Finance Director Position

Carter County, Tennessee

Carter County is accepting resumes for the position of Finance Director. Some of the duties of this position are:

* Accounting, budgeting, purchasing, accounts payable, payroll, bookkeeping, insurance/risk management, cash management, report preparation, capital asset accounting, various reconciliations, debt management, grant and contract administration, employee benefits, and financial policy and procedure creation and maintenance.
* Any other responsibilities ~~as~~ assigned by the Financial Management Committee.

Only applicants with the following will be given strong consideration:

* At least five years of experience in Governmental Accounting, Budgeting, and Financial Reporting,
* Proficiency with Excel.
* BS Degree from an accredited college or university with a minimum of 18 hours in accounting, *or*
* An equivalent number of business-related courses such as finance and business management, *or*
* At least five years of acceptable supervisory experience in an organization with at least 100 employees or an annual budget of at least $20,000,000.

The compensation of the Finance Director shall be negotiable depending on experience and qualifications.

Applicants may submit resumes and salary history no later than 4:00 p.m. on May 7, 2021 to the Carter County Finance Department, Attention: Chairman-Financial Management Committee, 801 E Elk Avenue, Suite 203, Elizabethton, TN 37643, or electronically to finance@cartercountytn.gov

*Carter County is an equal opportunity employer.*