

Lincoln County is nestled in southern middle Tennessee 25 miles north of Huntsville, Alabama and 80 miles south of Nashville, Tennessee. Our county is 570 square miles of southern hospitality, from our attractive historic downtown square to our scenic countryside. As of the 2020 United States census, there were 35,319 people, 13,548 households, and 9,264 families residing in Lincoln County.

Lincoln County, Tennessee is an equal opportunity employer. Our goal is for our work force to be representative of the working population of Lincoln County, Tennessee. We do not discriminate on the basis of race, color, creed, national origin, sex, age, veteran status, sexual orientation, or disability in all matters pertaining to employment or promotion; we will not tolerate discrimination on the part of managers or supervisors, women, minorities and the disabled encouraged to apply. All applicants subject to background check and physical examination.

**Job Title: Finance Director**

**Purpose:** The Lincoln County Department of Finance operates under the authority of the County Financial Management System of 1981 (T.C.A. Sec. 5-21-101 through 5-21-129) which consolidates all financial activities of the County Government, Highway Department, and School System under a single department. The department of finance is tasked with maintaining all funds in conformity with generally accepted accounting principles (GAAP), ensuring compliance with all rules and regulations established by the Tennessee Comptroller of the Treasury and Tennessee Commissioner of Education, as well as complying with all laws of the State of Tennessee. The department of finance is overseen by the Lincoln County Financial Management Committee which appoints the Finance Director. The Lincoln County Financial Management Committee is comprised of the County Mayor, Highway Superintendent, School Superintendent, and four county commissioners.

**Responsibilities:** The Lincoln County Department of Finance, under the supervision of the Finance Director and subject to the policies and procedures adopted by the financial management committee, is responsible for the following:

- Budgeting: T.C.A. Sec. 5-21-110 through 5-21-114
- Accounting Fiscal Procedures: T.C.A. Sec. 5-21-115 through 5-21-116
- Payroll Accounting: T.C.A. Sec. 5-21-117
- Purchasing: T. C.A. Sec. 5-21-118 through 5-21-120
- Conflict of Interest — Improper Gifts: T.C.A. Sec. 5-21-121
- Compensation of Committee Members: T.C.A. Sec. 5-21-122
- Cash Management
- Fixed Assets
- Accounts Receivable
- Accounts Payable
- Debt Management / Debt Issuance
- Implementation of county financial policies

**Qualifications:** The Finance Director shall be qualified by training and experience in the field of accounting to perform the duties of the position in a proficient manner and in accordance with generally recognized governmental accounting principles.

- Bachelor's degree in accounting, finance or business administration preferred.
- Master's degree or CPA advantageous.
- Minimum of 5 years' experience in governmental fund accounting preferred, 2 years required.
- Minimum of 5 years' experience in a supervisory capacity preferred, 2 years required.
- Advanced skills in data manipulation, modeling and analytics using Excel.
- Strong oral and written communication and organizational skills with attention to detail.

**Compensation:** The compensation of the Finance Director shall be commensurate with experience and qualification.

**TO APPLY:** Email your resume to [jobs@lincolncountytn.gov](mailto:jobs@lincolncountytn.gov) or mail a copy to the Lincoln County Court Clerk Office at 112 Main Avenue South, Room 102, Fayetteville, Tennessee 37334. Resumes must be received by 3:00p.m. on April 17, 2023.