

Kearns Improvement District currently has an opening for Finance Director/Controller. The details of the position are as follows:

Position Title: Finance Director/Controller

Job Description: Serves as Kearns Improvement District's chief financial officer. Directs financial activities of the District. Performs professional administrative and supervisory duties related to planning, organizing, controlling, and coordinating the implementation and monitoring of the District accounting and financial reporting system, including budget, accounts payable, payroll, billing, and purchasing. Plans, organizes and directs revenue and cash flow management for various capital improvement programs. Establishes and directs all accounting and general ledger applications and procedures as needed to comply with uniform accounting guidelines and standards. Prepares for annual financial audits: interfaces with outside auditors on annual certified audit. Provides direct general supervision to accounting, information technology, and administrative staff. Assists in management of all human resource functions. Follows generally accepted accounting principles for governmental entities. Performs other duties as assigned.

Required Knowledge, Skills, and Abilities:

- Considerable knowledge of Financial Accounting and Standards Board accounting rules, accounting methods, principles and practices; budget development and fiscal management. Considerable knowledge of fiduciary accountabilities and liabilities; Financial Accounting and Standards Board accounting rules, accounting methods, principles and practices; budget development and fiscal management.
- Working knowledge of the interrelationships between various types of local governments and agencies and of public funds investment options.
- Ability to effectively supervise, motivate and direct work of others and utilize cooperative problem solving processes and facilitation skills diplomatically.
- Ability to gather and analyze facts, draw conclusions, define problems, and suggest solutions for resolution.
- Ability to plan, organize, and direct the affairs and operations of a division; ability to develop and maintain effective working relationships with elected officials, federal agencies, state agencies, local governments, subordinates, and the public;
- Ability to communicate effectively verbally and in writing to write speeches and articles for publication that conform to prescribed style and format.
- Working knowledge of office management practices, procedures and systems
- May also serve as District Clerk with responsibilities for record keeping and bi-annual elections.
- Must be bondable.
- Must possess a valid Utah driver's license with good driving record.

Minimum Qualifications: Bachelor's degree in accounting or another related field from four-year accredited college or university; current, licensed CPA; an MBA or MPA with a strong emphasis in government finance or government accounting desirable; and five (5) to eight (8) years of work experience in accounting, finance, and budget management, governmental accounting is desirable; three (3) years of supervisory or leadership capacity; or equivalent combination of education and experience which provides similar knowledge, skills and abilities.

Closing date: Tuesday, April 23, 2019.

Starting Salary Range: \$80,000 to \$105,000, negotiable DOQ; Full time with full benefits. Persons desiring to apply for this position please email your resume to:

Pamela Gill, General Manager

[pgill@kearnsid.org](mailto:pgill@kearnsid.org)

5350 West 5400 South, Kearns, UT 84118

801-968-1011

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