

# Finance Director

## The Position

Under general direction of the Firebaugh City Council , to plan, direct supervise, and coordinate the activities and operations of the Financial Department including financial reporting, general accounting, payroll, budget preparation, debt administration, revenue management, business licensing, utility accounting, technology services and purchasing. Coordinates assigned activities with other City departments and outside agencies and/or provides highly responsible and complex administrative support to the City Manager. Finance Department uses the Corbin Willits software program.

The City of Firebaugh is seeking a strong leader with excellent communication, interpersonal skills, highly motivated and energetic hands on professional who can effectively perform highly complex financial functions, direct and manage personnel. The Finance Director is expected to work effectively with the public, employees and outside agencies.

## Qualifications

***Education and Experience*** - Bachelors Degree in Accounting or related field and four years of responsible experience with 2 years of supervisory experience preferably in municipal finance, or equivalent experience.

***License*** - Possession of a valid driver's license or ability to obtain within one year.

## Compensation

Salary is dependent on experience, qualifications, and professional achievement. City offers excellent benefit package.

## Deadline to Apply

Applications accepted until position is filled.

Following the closing date, applications will be screened. Those candidates who are most qualified will be invited to preliminary interviews. Finalists will be invited to follow-up interviews. Final selection will be made by the City Council. All candidates will be notified of their status following selection of finalists.

## To Apply

Interested persons are encouraged to submit a completed City of Firebaugh application and current resume for this outstanding opportunity to the following address:

City Of Firebaugh  
Finance Director Recruitment  
1133 "P" Street  
Firebaugh, CA 93622

Application can be obtained at City Hall, or download [ci.firebaugh.ca.us](http://ci.firebaugh.ca.us).

***Note: This is only intended to be used as a summary and not all duties are listed above.***

**FINANCE DIRECTOR**  
**COMPENSATION**

Salary \$49,689—73,413 annual

Salary: DOQ

**Current BENEFITS**

- *Administrative Leave - 10 days per fiscal year.*
- *Vacation - Accrual begins at 10 days the first annual year; accrual rate increases based on year of service to a maximum of 25 days.*
- *Sick Leave - 12 days per year.*
- *Holidays - 13 1/2 days per year.*
- *Insurance - Medical, dental, and vision care for the employee and dependents of premium may be paid by the City of Firebaugh up to \$1,100.00.*
- *PERS Retirement—Employees may participate in the Public Employees Retirement system.*
- *Deferred Compensation Plan available (paid by employee).*
- *Social Security - City and employee participate in program.*

**DEADLINE TO APPLY**

*Until the Position filled.*

*Candidates who are most qualified will be invited to preliminary interviews. Finalists will be invited to follow up interviews. Final selection will be approved by the City Council. All candidates will be notified of their status following selection of finalists.*

**TO APPLY**

*Submit a completed City of Firebaugh application and current resume salary history and references. If you are interested in this outstanding career opportunity, please contact:*

*City of Firebaugh  
1133 "P" Street  
Firebaugh, CA 93622  
(559) 659-2043*



**FINANCE DIRECTOR**

*City of Firebaugh  
1133 "P" Street  
Firebaugh, CA 93622  
(559) 659-2043*

## THE COMMUNITY

The City of Firebaugh has a population 7,059 and is located in the heart of California's San Joaquin Valley in northwest Fresno County, with the Sierra Nevada Mountains on the east and the Coastal Mountains on the west. Interstate 5 is 16 miles west of the City, and State Route 99 is 30 miles east of the City.

Firebaugh's small-town charm and safe neighborhoods is a growing Community. It has excellent educational system with two elementary schools, a middle school, a high and West Hills Community College, these institutions offer the opportunity for a higher learning.

Firebaugh Agribusiness is the traditional mainstay of the local economy. The principal commodities produced in Firebaugh are Melons, Cotton, Sugar Beets, Alfalfa Hay, Rice and Dairy Products. Firebaugh is proud of its cultural diversity, rich history, and strong family values.

## THE ORGANIZATION

Firebaugh was founded in 1854 and incorporated in 1914. The City operates under the Council-Manager form of government with a five-member City Council. Council Members are elected at large to four-year terms and the Council selects one of its members to serve as Mayor for a one-year term. Council appoints the City Manager who serves at the pleasure of the Council.

In addition to traditional municipal services, the City is responsible for and provides an airport, which serves our local area.

## THE ORGANIZATION

Firebaugh is a general law city governed by a five member City Council and operates under the Council-Manager form of government, Firebaugh provides a full range of services to the community including the Firebaugh airport.

Firebaugh has 42 full time positions in the departments of administration, finance, police and public works. Firebaugh has a 24 member volunteer Fire Department and contracts for legal, planning and engineering services. The City of Firebaugh has an active Redevelopment Agency. With a current population of 7,059, Firebaugh is experiencing moderate, progressive growth. The total budget for 2011/2012 is \$7.9 million, excluding the Redevelopment Funds with a general fund budget of \$2.4 million. New residential housing is available at a low cost of living community compared to other parts of the State.

## THE POSITION

Under general administrative direction, plans, directs, manages and oversees the activities and operations of the Finance Department including financial reporting. General accounting budget preparation, debt administration, revenue management, business licensing, utility accounting, technology services and purchasing. Coordinates assigned activities with other City departments and outside agencies. Provides highly

responsible and complex administrative support to the City Manager. Finance Department uses the Corbin Willits software program.

The City of Firebaugh is seeking a highly motivated, energetic hands on professional who can effectively perform highly complex financial functions; communicate, direct and manage personnel, have excellent interpersonal and communication skills. The Finance Director is expected to work effectively with the public, employees and outside agencies.

## QUALIFICATIONS

- Education and Experience

Bachelors Degree in Accounting or related field and four years of responsible experience with 2 years of supervisory experience preferably in municipal finance, or equivalent experience.

- License

Possession of a valid driver's license or the ability to obtain within one year.