

# **CITY OF MANCHESTER**

**HUMAN RESOURCES DEPARTMENT  
ONE CITY HALL PLAZA  
MANCHESTER, NH 03101-1932  
TEL. 603-624-6543 (VOICE/TTY)  
FAX. 603-628-6065**



## **WATERWORKS CHIEF FINANCIAL OFFICER**

(Announcement Number R-41-15)

Grade 25

Starting Salary: \$73,369.17 - \$104,606.89 – plus extensive benefits package  
40 hours per week – Monday through Friday

### **THE JOB:**

Plans, organizes and directs financial operations for the Water Works Enterprise fund. This position is responsible for all financial operations and serves as the Controller within the Water Department responsible for both expense budgets and revenue budgets, fiscal activities and operations of the utility associated with all accounting, billing, collections, revenue projections, borrowing requirements, and in house auditing and controls. Performs directly related work as required.

### **MINIMUM QUALIFICATIONS:**

Graduation from an accredited college or university with a Bachelor's Degree in Public Administration, Accounting, Finance or related, Master's Degree preferred; and extensive related experience in budgetary development, auditing, accounting operations and related; or any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work. Certified Public Accountant, Certified Financial Analyst, or MBA preferred.

**NOTE: Offer of hire conditional on candidate's ability to complete essential job functions, with or without accommodations, as determined by medical exam.**

### **APPLICATION PROCEDURES:**

Candidates must complete a City of Manchester Employment Application available at the City of Manchester website [www.manchesternh.gov/jobs](http://www.manchesternh.gov/jobs) or in person at the Human Resources Department, One City Hall Annex. Submission of a resume is optional.

### **OFFICE HOURS:**

Monday through Friday, 8:00 AM to 5:00 PM

### **OPENING DATE:**

June 5, 2015    **CLOSING DATE:** Open until filled

**The City of Manchester is an Equal Employment Opportunity Employer**

**\*\*\*PLEASE POST\*\*\***

*THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST*