



*The City of Colton
invites your interest for the position of Deputy Finance Director*

The Position

Under direction of the Management Services Director, supervises, evaluates and participates in the work of the finance division; ensures proper work practices, work quality and accuracy; provides complex technical support to the Management Services Director in all operational areas; acts on behalf of the Management Services Director in his/her absence.

Education/Experience

A minimum of five years of progressively responsible experience in the accounting and finance fields, preferably in local government, including at least two years in a supervisory capacity. In addition, the candidate must possess a bachelor's degree in Accounting/Finance, Public Administration, Business Administration or a related field, and certification as a licensed Certified Public Accountant.

Knowledge

- Principles, procedures and practices in finance administration, with a focus in the areas of accounting, budgeting, auditing, and data processing.
- Federal, State and local laws, codes and regulations governing local government financial administration.
- Principles, procedures and practices of local government budget preparation, program financial analyses and revenue forecasting.
- Principles and operations of government utilities and accounting.
- Methods and techniques of supervision, training and motivation.

Compensation & Benefits

The compensation for the Deputy Finance Director is \$8,131 to \$9,883 per month. Standard benefits include:

- Retirement - CalPERS 2.7% at 55; City pays 4% of 8% employee cost
- Cafeteria Plan - Generous allowance to purchase medical, dental, vision or supplemental insurance
- Life Insurance - City paid coverage of \$50,000
- Holidays - 12 per year
- Administrative Leave - 80 hours/fiscal year
- Sick Leave - 96 hours/fiscal year
- Vacation - 80 hours/fiscal year
- Additional benefits such as short & long term disability, deferred compensation, and tuition reimbursement are provided.

Application Process

Qualified candidates are invited to apply for this outstanding career opportunity. To be considered for the position, please submit a cover letter with a City application and resume detailing your related background, education and experience with salary history and three references to:

**Human Resources Department
552 N. La Cadena Dr
Colton, CA 92324
(909) 370-5062**

The position is open until filled. Interviews will be held when a sufficient number of qualified applications have been received.

The Immigration Reform and Control Act of 1986 requires that all new employees verify identity and entitlement to work in the US by providing required documents. THE PROVISIONS OF THIS ANNOUNCEMENT DO NOT CONSTITUTE A CONTRACT, EXPRESSED OR IMPLIED, AND ANY PROVISION CONTAINED IN THIS BULLETIN MAY BE MODIFIED OR REVOKED WITHOUT NOTICE.

AA/EOE—The City of Colton encourages the application of bilingual persons, women, minorities and persons with disabilities. We will attempt to reasonably accommodate applicants with disabilities upon request.