



# WEST PALM BEACH

## **CITY OF WEST PALM BEACH, FLORIDA**

### **ACCOUNTING MANAGER**

**Salary Range: \$70,281 - \$112,005**

**SUMMARY:** Manages the recording and updating of financial transactions in the City's general ledger, accounts payable, payroll and fixed assets system; supervises professional and clerical accounting staff; oversees the preparation of the City's annual financial report; coordinates the annual external audit; sets up and monitors work schedules for year-end closing, annual external audit and Financial Report; participates in the set-up and testing of new financial applications and upgrades of existing financial applications; reviews and analyzes financial reports to determine the City's current financial position; analyzes the impact of GAAP, GASB and FASB pronouncements on the City's financial reporting system; and performs related duties as assigned.

**QUALIFICATIONS:** Bachelor's degree from an accredited college or a university with a major in Accounting, Finance, Business Administration, or related field and five (5) years accounting, auditing, or finance experience including three (3) years of state or local government financial administration, or any equivalent combination of training and experience. Experience in state or local government auditing may be substituted for local government financial administration. Three (3) years of high level supervisory experience required. Certified Public Accountant and/or a Certified Government Finance

A current and valid Florida driver's license is required. For application purposes, a valid driver's license from any state (equivalent to a State of Florida Class E) may be utilized; with the ability to obtain the State of Florida driver's license within thirty (30) days from date of employment.

**HOW TO APPLY:** If you are interested in applying for this position visit website at [www.wpb.org](http://www.wpb.org) and apply online.

OPEN UNTIL FILLED

EOE/DRUG FREE WORKPLACE