

Gainesville Regional Utilities (GRU) currently has an opening for a qualified **Budget Manager** to join our **Budget, Finance, and Accounting** team. We are looking for an highly responsible experienced budget professional with extensive knowledge of the principles, laws, ordinances and regulations governing the municipal budget process to plan, organize, and direct professional budget work which includes various budgetary reports, analysis of budget to actuals, forecasts, presentations to various stakeholders, as well as other projects as assigned.

To qualify for this position you must have a bachelor's degree from an accredited college or university with major course work in public accounting, finance, economics or related field; and five (5) years of progressively responsible budgeting experience for a governmental agency, municipal utility or other large entity, including one (1) year of leading or supervising professional analysts, or an equivalent combination of education and experience that provides the required knowledge, skills and abilities. A Master's degree from an accredited college or university with major course work in public accounting, finance, economics, or related field may substitute for one (1) year of the non-supervisory work experience. A Certified Public Accountant in the State of Florida is preferred and may substitute for one (1) year of the non-supervisory work experience.

A typical work day may include:

- Planning, organizing, and managing activities and operations of the Budget Division. Will manage overall budget activities.
- Manages the preparation, analysis, implementation, and monitoring of the utilities' budget, including operating, capital and labor budgets; and prepares budget/actual reports for all Utility funds, both historical and pro forma.
- Advises department heads and others on budgetary processes and results.
- Review work of budget staff preparing monthly and quarterly budget reports for accuracy and completeness.
- Ensure compliance with established policies and procedures, NARUC (National Association of Regulatory Utility Commissioners), Federal Energy Regulatory Commission (FERC), Governmental Accounting Standards Board (GASB), Generally Accepted Accounting Principles (GAAP), and ratemaking basis for recording and reporting.
- Manages the budget process for approval by the City Commission and other stakeholders including finalization of resolutions.
- Present budgetary reports and information to internal and external parties.
- Perform other professional budgetary work as deemed necessary by supervisor.

Preference will be given to those candidates who possess:

Excellent verbal, written communication and interpersonal skills, the ability to work effectively and efficiently with a variety of internal and external customers, works well independently and within a team environment, can take on new tasks, performs duties as assigned, knowledge of GASB GAAP accounting, excellent MS Office productivity skills (Excel, Word, etc.), and be PC literate. Prior utility budgetary experience is desired. Experience with SAP software is preferred.

The individual will be expected to work with minimal up-front guidance and take ownership of his / her work product.

Notes:

- May be required to attend meetings outside of business hours.
- While performing the duties of this job, the employee is often required to sit for prolonged periods of time.