

Fiscal Manager, Human Resources and Benefits

Starting salary: \$71,884.80 – \$107,806.40/year



Hillsborough
County Florida
Human Resources

Working for Hillsborough County is more than a job; it's a way to be the change for your community. Are you ready?

Be the change.

At a minimum, the candidate will have:

- Bachelor's degree in Accounting or Finance
- 10 years of accounting/finance experience, including 5 years at the management level
- Be a Certified Public Accountant and/or Certified Government Finance Officer
- Governmental accounting experience with self-funded insurance funds is highly desirable

Key responsibilities of this position are:

- Develops, leads and directs activities within the fiscal services section of Human Resources.
- Takes the lead in collaborating with the department's management team in order to develop, manage and report department budget, actual projected expenditures and revenues and position control.
- Responsible for the financial management, reporting and analysis of the County's Self-Insurance Funds for Healthcare and Risk Management.
- Manages all accounts receivable including the staff responsible for collection, deposit and reporting of payments.
- Responsible for reconciliation of self-insurance funds and workers' compensation; accounts receivable, claims payments, employee deductions and third-party administrator invoicing
- Responsible for compliance and regulatory reporting related to retiree drug subsidy, Affordable Care Act, Patient Centered Outcomes Research (PCOR) filings, State of Florida Self-Funded Reserves Reporting and Workers' Compensation.
- Responsible for developing procedures for ordering/receiving/validation of department operating expenses including employee reimbursements and vendor purchases to ensure proper internal controls and segregation of duties.

To apply for this position:

Please email a cover letter, resume, and veteran's preference documents (if applicable) to cadhrjobinquiry@HCFLgov.net by October 27, 2017.

It's more than just a paycheck.

We offer much more than the competitive pay you expect. We value our employees and Hillsborough County Government is committed to providing a comprehensive and competitive benefits package. [Click here to view our benefits page.](#)

Do you qualify for Veteran's Preference?

If yes, please include documentation that clearly shows dates of service, campaign awards or medals received, and character of discharge (DD-214 Member-4 or Service-2 copy) to support entitlement to preference. This can be sent with your resume and cover letter to cadhrjobinquiry@HCFLgov.net