

Osceola County Board of County Commissioners Employment Opportunity



**Debt & Investment Services Specialist
Business Services Department
Full-Time, Exempt
Annual Salary: \$75,583.88
Closing Date:
09/30/2017**

Under very general direction, the purpose of this position is to perform highly responsible work in the coordination, oversight, administration and management of the County's Debt and Investments. Employees in this job classification function in a highly responsible professional capacity to accomplish assigned functions according to established schedules and programs while ensuring compliance with all policies, procedures and regulatory requirements applicable. Tact and diplomacy are necessary as employee will have considerable contact with the Board of County Commissioners, County Administration, legal counsel, and outside entities.

The Debt & Investment Services Specialist must have thorough knowledge of debt and investment management, as well as the ability to anticipate new trends and services on the horizon to maximize the benefits to Osceola County, the ability to produce professional reports according to an established schedule to ensure the County is managing its investments to maximize resources while maintaining a fiscal responsibility and thorough knowledge of laws and regulations pertinent to local government responsibilities/administrative functions for debt and investment management.

Minimum Qualifications:

Education: Bachelor's Degree from an accredited college or university in Finance, Accounting, Public or Business Administration, or a closely related field required.

Experience: Two (2) years of experience in Financial, Treasury and Debt Management; Supplemented by three (3) years' experience municipal financing, investments securities, and financial analysis/compliance; Equivalent combination of education, training and experience may be substituted; Some Florida public sector experience required.

Miscellaneous: Must possess and maintain a valid Florida driver's license.

For a copy of the complete job description and to apply, visit:

<https://www.governmentjobs.com/careers/osceola>