



COLQUITT COUNTY BOARD OF COMMISSIONERS

JOB OPENING

FINANCE DIRECTOR

The Finance Director administrates the County's financial management program, develops and maintains effective internal controls in all financial areas of the County government; evaluates new systems and plans, manages and formulates any updates to existing systems and procedures; manages investment of County funds; administration and payment of debt; directs year-end reconciliation and closing processes, including preparation of other required financial reports; pre-audit of revenues and expenditures; contract review and monitoring; maintains fee schedules and records; possesses ability to exercise independent judgment, as well as knowledge of generally accepted accounting principles and financial reporting for governments.

Applications are being accepted for the above position. Applicant must meet the following requirements:

1. Bachelor's degree in Accounting, Finance, Business Administration, or closely related field; current licensure as a United States Certified Public Accountant (CPA) preferred;
2. Minimum 4 years responsible experience in accounting and finance work, preferably in local or state government, that also includes a combination of administrative experience and supervisory experience; or an equivalent combination of education, training, and experience;
3. Must be able to plan and organize work in an independent and efficient manner and exhibit exemplary work ethics;
4. Highly experienced in Microsoft Excel and QuickBooks required with the ability in Excel to create and interpret spreadsheets;
5. Must possess excellent communication skills, both orally and in writing, as well as possess the ability to manage sensitive confidential matters; and,
6. Able to work with the public and respond to requests in a timely manner.

Applications and Resumes must include detailed background experience and references. Applications must be submitted to John C. Peters, Sr., Human Resources Director, Room 261, Courthouse Annex. Open until filled.

COLQUITT COUNTY IS AN "EQUAL OPPORTUNITY EMPLOYER."

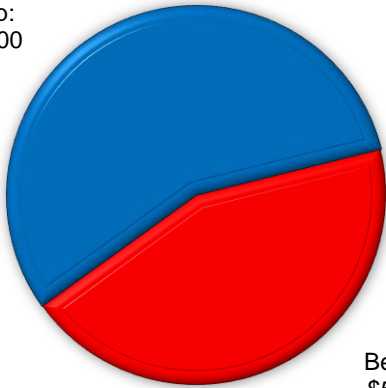
County Finance Director

This Employee Benefit Statement is a brief outline of the projected earnings and employer provided benefits for this position as of January 1, 2017.

EMPLOYEE PAY & BENEFIT SUMMARY

Total Compensation

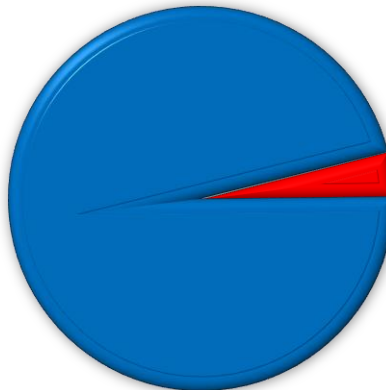
Cash
Comp:
\$70,000



Benefits:
\$54,894

Total Benefits

Employer
Share:
\$54,894



Employee
Share:
\$2,113

Cash Compensation

Base Salary (negotiable) \$70,000.00

Total Cash Compensation **\$70,000.00**

Benefits	Employee Share	Employer Share
Insurance Benefit Options		
Health Insurance - C Plan	\$780.00	\$8,548.36
Dental Insurance	\$364.00	\$220.99
County Paid Life Insurance		\$30,000.00
Retirement Benefits		
County 401 (3%) Match	\$969.23	\$969.23
Mandated Benefits		
Social Security		\$4,340.00
Medicare		\$1,015.00
Workers' Compensation		\$9,800.00
Total Benefits	\$2,113.23	\$54,893.58
Total Cash Compensation		\$70,000.00
Total Compensation		\$124,893.58

DISCLAIMER

This pay and benefits summary statement is prepared for general informational purposes. Employee benefit rates, benefit options, and tax rates may differ. This information is not to be misinterpreted as benefits advice.