

## **DEPUTY ACCOUNTING AUDIT AND FINANCIAL SPECIALIST**

The Loudoun County Treasurer's Office is seeking qualified candidates with strong analytical, accounting and supervisory skills who will thrive in a fast paced work environment to fill the Deputy Accounting Audit and Financial Specialist position. This is a senior management position that will supervise and oversee all Accounting, Reconciliation and Financial Control functions. This position is ultimately responsible for the timely completion of all accounting, reconciliation and financial controls including: financial system interface solutions for all County departments; implementation of new revenue collection processes; approval of all bank reconciliations; managing unclaimed remittance process; managing tax refund methods while ensuring all practices are in compliance with State Code and County Ordinances.

Essential functions will include ongoing evaluation of internal controls, safeguarding County funds, leading and providing technical guidance for special projects and Board initiatives, performing complex analyses, developing and updating policies and procedures based on best practices, performing internal reviews of financial transactions, assisting in developing departmental performance measures, participating in strategic planning of the Treasurer's Office and supervising staff.

The successful candidate must have the ability to identify, analyze and solve problems, be consistent and clear in communications, share ideas and demonstrate the ability to establish effective working relationships both internally and externally. Ability to multi-task is essential and proficiency in Microsoft Office is required.

Requires any combination of education and experience equivalent to a Master's degree in Accounting, Finance, Business Administration or related field with a minimum of four (4) years professional level experience in accounting administration, team project leadership and staff supervision. Supervisory experience must be indicated on application for consideration. Strongly preferred; prior experience in Oracle and local governmental accounting. Bilingual Spanish/English encouraged.

May be required to work evenings or weekends to meet tax deadlines.

Successful candidate will undergo a criminal background and credit check.

Hiring Range: \$64,582-\$93,935. Recruitment #18-A2-0195. Apply immediately. Visit our on-line employment center at [www.loudoun.gov](http://www.loudoun.gov) for more information and to apply. EOE