

**Virginia Department of the Treasury**  
**Public Finance Manager – Position Number: 00062**  
**Salary:** Commensurate with experience and qualifications

**Job Description:**

The Virginia Department of the Treasury is dedicated to serving the Commonwealth by providing excellent management of its banking, investing, and financing services and the administration of unclaimed property and insurance programs.

The Virginia Department of the Treasury's Division of Bond Finance is responsible for the issuance and management of debt and other financial obligations for the Commonwealth as well as a number of boards and authorities. The division is responsible for monitoring outstanding Commonwealth obligations, advising on the financing of state capital projects, providing primary and secondary market disclosure on the Commonwealth, coordinating rating agency and investor relations, and providing staff support to certain boards and authorities.

The Treasury is seeking a highly skilled Public Finance Manager to serve as a project leader for the planning, issuance and administration of debt programs for the Commonwealth. Additionally, this position will coordinate and provide advanced technical assistance and analyses on matters related to debt policy, debt capacity modeling, maintaining credit quality, financing initiatives and alternatives, execution/administration of financing programs, and state and federal legislation and regulations.

**Minimum Qualifications:**

The selected candidate will possess the following qualifications:

- Working knowledge of municipal debt instruments and their financial and legal framework.
- Demonstrated understanding of state and/or federal law as it relates to bonds, bond authorization, tax compliance, etc.
- Sound understanding of state government operations and legislative process.
- Ability to plan, direct and manage projects.
- Extensive experience in developing and making written and oral presentations to state executives and boards.
- Demonstrated advanced skills in Excel and PowerPoint with ability to graphically depict and interpret data.
- Extensive experience in the analysis of financial information with the ability to make well thought out documented recommendations and decisions.
- Demonstrated ability to interpret complex rules and regulations, and to analyze and improve processes for greater efficiency.
- High level of attention to detail.
- Familiarity with the MSRB EMMA system and the ability to use system to perform data analytics.
- Management level experience in public finance, public administration or municipal finance/bond field.

**Preferred Qualifications:**

- Master's degree in finance, public administration, economics, business preferred, or equivalent experience and/or training.

**How to Apply:**

If you would like to apply for this position, please visit the link below:

<https://virginiajobs.peopleadmin.com/postings/240666>

**The Virginia Department of the Treasury is an Equal Opportunity Employer.**