

## Supervisor, Financial Accounting

Salary- \$102,876 - \$168,542

Under limited supervision of the Manager, Accounting, supervises and provides leadership and technical guidance to a staff of professional accountants. Functions as the lead person overseeing the ongoing financial reporting to ensure reporting conforms to generally accepted accounting standards. Performs other professional financial accounting functions and demonstrates continuous efforts to improve financial and related business processes.

Provides leadership, technical guidance and supervises the Financial Accounting Staff.

Serves as section lead and coordinates the training and development of staff.

Directs the completion of day-to-day tasks and duties of the department by assigning and prioritizing staff workload.

Performs employment related duties to include interviewing to fill vacant positions and completes staff performance reviews.

Writes and reviews departmental procedures and guidelines.

Establishes and monitors staff performance goals.

Prepares, analyzes, and interprets accounting data to insure validity.

Ensures the timeliness, completeness and appropriateness of all journal entries entered into the accounting system.

Performs reconciliations of various ledger accounts, along with partial audits to ensure accuracy.

Prepares periodic internal control reviews.

Researches and implements all new GASB pronouncements and GAAP reporting changes.

Assists Accounting Manager in evaluating and improving operational efficiency within the department.

Responsible for financial and operational reporting.

Provides and maintains monthly financial statements and performs analysis as required.

Reviews monthly investment activities and reconciles journal entries to the general ledger and statements.

Assists staff with preparation of the annual budget document including review of all supporting schedules.

Reviews annual audit schedules and financial statements, including the management's discussion and analysis and the notes to the financial statements.

Oversees and reviews all monthly, quarterly, and annual financial reports.

Provides analytical work and works on special projects for the Accounting Manager.

Performs other duties as assigned or required.

### Requirements

- Graduation from an accredited four-year college or university with a bachelor's degree in Accounting or closely related field and a minimum of six years of progressively responsible experience in financial accounting.
- Three years of supervisory experience with the ability to plan, direct, and supervise the activities of an accounting staff.
- CPA or CPFO certification preferred.
- Comprehensive knowledge of current governmental and accounting principles, methods and practices.
- Ability to analyze and interpret financial records and reports.
- Strong experience with enterprise resource programs. SAP experience preferred.
- Strong Microsoft Office experience with advanced Excel skills.
- Strong organizational skills with the ability to multi-task.
- Ability to effectively plan, organize, and communicate verbally and in writing.
- Ability to establish and maintain effective working relationships with internal and external stakeholders.
- Must pass a controlled substance (drug) test for employment.
- "Fairfax Water requires new employees to be fully vaccinated against COVID-19, subject to legally required exceptions."

To apply, <https://www.governmentjobs.com/careers/fairfaxwater>. Position closes on March 17, 2023 at 4:30 pm.