

Finance Director

Position Summary: This position is responsible for the overall fiscal planning, integrity, and accounting for the City.

Direct areas of responsibility include, but are not limited to:

- Supervision and preparation of the annual budgets which includes 4 operating departments and 4 individual funds.
- Coordination and preparation of all schedules for the annual audit by the public accounting firm.
- Review and oversight of department expenses with all department heads in conjunction with budgets.
- Interaction with the City Council and various committees.
- Investment of the City's operating funds and monitoring cash flow requirements.
- Administration of the City's benefit package in conjunction with insurance brokers.
- Administration of the City's two defined benefit pension plans.
- Oversight of the City's Cash Receipts, Accounts Payable and Payroll functions. Production and analysis of monthly financial statements.
- Review and coordination of the City's property tax administration.
- Proficiency with computers and various software applications.

Physical Demands:

The individual must be able to perform detailed work on multiple, concurrent tasks, with frequent interruptions and under rigid time constraints. On a daily basis, the essential duties of this classification require the ability to hear, talk, see, stoop, reach, stand, walk and sit for extended periods of time; to lift and move objects weighing up to 10 pounds; to use finger dexterity to operate a computer and other office equipment.

Starting salary depends on qualifications and includes a generous benefit package.

The ideal candidate must possess a variety of business/accounting experience with appropriate degree. A CPA or advanced business degree is preferred.

Please submit resume and cover letter by January 22, 2016 to:

Ms. Laura Rider
Assistant to the Mayor/City Clerk
City of Ladue
9345 Clayton Rd.
St. Louis MO 63124

Email – lrider@cityofladue-mo.gov