



# WALTON COUNTY BOARD OF COMMISSIONERS

## Human Resources

303 S. Hammond Drive, Suite 331 - Monroe, GA 30655  
Office: 770-267-1329 ~ Fax: 770-267-1415 ~ Email: kfraser@co.walton.ga.us  
Monday – Friday 8:00 a.m. – 5:00 p.m.

## JOB OPPORTUNITY Internal and External Notification

WALTON COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

**POSITION TITLE:** Assistant Finance Director FY18-13      **DEPARTMENT:** Finance

**ENTRY SALARY:** Salary commensurate with experience, plus benefits

**REQUIREMENTS:** Assists the Chief Financial Officer in managerial, administrative, supervisory, and technical planning functions in operating the County's Finance Department. Strong analytical, financial reporting, payroll, organizational, and interpersonal skills are critical to be successful in this position. Knowledge of payroll regulations and compliance, Federal, State and Local regulations pertaining to local governments, Generally Accepted Accounting Principles and Governmental Accounting Standards Board principles and practices are needed. **RÉSUMÉS SUBMITTED WITHOUT AN APPLICATION WILL NOT BE CONSIDERED.**

**MINIMUM QUALIFICATIONS:** Bachelor's degree in Accounting, Business Administration or closely related field; supplemented by 6 to 8 years of professional accounting experience involving governmental accounting, general accounting, accounts receivable, accounts payable, and personal computer operations; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. CPA preferred.

**DEADLINE FOR APPLICATIONS:** UNTIL FILLED

**REPLY TO:** Walton County Human Resources – 303 S. Hammond Drive, Suite 331 - Monroe, GA 30655.

**POSTED: 09/13/2017**