

JOB POSTING

Commissioners' Office, Finance Department Lake County, Ohio

Assistant Budget/Finance Director March 1, 2023

The Lake County, Ohio Board of Commissioners and the Budget/Finance Director are seeking a full-time Assistant Budget/Finance Director (Assistant Director). This position assists the Lake County Budget/Finance Director to maintain Lake County's financial operations, including fiscal and budgeting management and reporting. In addition to assisting the Budget/Finance Director, this position works closely with the Lake County Administrator and the Director of Administrative Services to provide budgetary and operational recommendations to the Board of Commissioners. The Assistant Director also administers the Hotel/Motel tax collection program and assists with payroll for departments under the Commissioners' hiring authority.

The Assistant Director position requires a Bachelor's degree in accounting, finance, business administration, economics, or public administration or related field with at least 5 years of experience, or any other combination of education and experience to perform the essential functions of the job. Experience in governmental accounting and budget preparation and financial reporting/analysis preferred. Additional consideration will be given to those candidates possessing a Master's degree in one of the above-listed fields or CPA certification. Database management skills and knowledge of financial systems and application software experience is a plus. Must possess valid identification.

This position is eligible for a generous benefits package including: Public Service Loan Forgiveness (PLSF), Medical, Prescription, and Dental insurance, other ancillary insurance benefits, Ohio Public Employees Retirement System (OPERS) benefits, deferred compensation program, paid vacation, sick, and personal time, and paid County holidays. Send cover letter and resume to Mr. Joel DiMare Jr., Director of Administrative Services, at joel.dimare@lakecountyohio.gov. Applications due by March 30, 2023.

EQUAL OPPORTUNITY EMPLOYER
M.F.V.H.