

Finance Director
Central Shenandoah Planning District Commission

The Central Shenandoah Planning District Commission, a regional planning organization serving five counties, five cities and eleven towns in the heart of the Shenandoah Valley is seeking an experienced Finance Director to lead the Commission in the budgeting, accounting, and reporting duties of the agency. The position is responsible for a budget of \$3.8M grants and operating funds including a \$2.3M Federal Transit Program budget. Duties include budget development, management of a comprehensive computerized accounting system, payroll, financial reporting and auditing. A Bachelor's degree in accounting, business administration or related field is required. Experience in a senior level accounting position with a broad foundation in accounting, AR/AP, payroll, budgeting, financial reporting and auditing highly desired. QuickBooks Pro, and Microsoft Office Suite required. Excellent communication skills, problem solving skills and ability to interpret complex technical regulations required. Organizational and time management skills required. Experience working with grants and in Human Resources highly desired.

Comprehensive benefits package and salary based on experience. For consideration submit a cover letter and resume to Executive Director, Central Shenandoah Planning District Commission, 112 MacTanly Place, Staunton, VA 24401 or email to Bonnie@cspdc.org. For more information, visit www.cspdc.org. Position is open until filled. Review of resumes will begin August 30, 2019.

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