

Chief Financial Officer (CFO)/Assistant Town Manager

Town of Fort Mill



About Fort Mill

Located just 16 miles from Uptown Charlotte, North Carolina, is the Town of Fort Mill, South Carolina. Over the last 10-15 years, Fort Mill has balanced managing explosive growth with maintaining a hometown feel. The picturesque Town offers everything for history lovers, outdoor enthusiasts, and the most adventurous foodies. The PuckerButt Pepper Company, located in downtown Fort Mill, is home to the hottest pepper in the world – the Carolina Reaper.

The quality of life in Fort Mill is unmatched. Situated in York County, Fort Mill offers long-established neighborhoods with stately trees or a town-within-a-town market center at Kingsley Town Center or Baxter Village. Fort Mill District 4 schools offer award-winning, top-ranked primary education. Fort Mill High School ranks in the top 3% in that state and 6% nationally of public high schools and boasts a 97% graduation rate¹. Testing scores far exceed the state and national average.

Job Overview

This is a high-level administrative position that reports directly to the Town Manager. This position is responsible for assisting in managing the operations of the Town of Fort Mill. Specifically plans, directs, controls, administers and supervises the financial activities, strategies, and programs for the financial operations and actions of the Town.

Job Duties

- Manage the finance staff and the accounting and budgeting procedures for the Town. Provides financial oversight in coordination of special and major capital projects throughout the Town, annual budget, business management and the capital replacement program. Performs financial risk management by analyzing the Town's liabilities and financial strategies and actively investigating

¹ Best High Schools, 2022, *US News and World Report*

and safeguarding the financial procedures. Oversees the yearly independent financial audit for the Town and conducts internal audits within town functions.

- Oversees the development of the annual budget. Develops and administers policies, plans and procedures for all financial aspects of the Town as directed by the Town Manager. Provides monthly reporting to the Town Manager and reports and presentations as requested by the Town Council.
- Applies knowledge of general accounting principles (GASB, etc.), applicable laws, cash management, municipal bond financing, debt issuance, municipal purchasing, capital markets, investment management, purchasing, financial reporting, risk assessment, enterprise funds, and financial trends impacting similar-sized towns.

Qualifications

- Knowledge and level of competency commonly associated with the completion of a baccalaureate degree in a course of study related to the occupational field, or any equivalent combination of education and experience which provides required knowledge, skills, and abilities.
- Experience sufficient to thoroughly understand the diverse objectives and functions of the subunits in the Town to direct and coordinate work within the Town; usually interpreted to require ten years of progressively responsible experience.
- Preference may be given for a master's degree in business administration, accounting, or other pertinent area, and/or CPA or CMA certification, the designation as a Certified Government Finance Officer (CGFO) or any equivalent combination of education and experience which provides required knowledge, skills, and ability.
- Possession of or ability to readily obtain a valid driver's license for the type of vehicle or equipment operated.
- Ability to be bonded.

Pay info: \$110-\$114K commensurate with experience

How to apply: Send a cover letter and resume/CV to apply@swiftwaterstrategies.com.

For any questions, contact Heather Simmons Jones at heather.simmonsjones@swiftwaterstrategies.com or 864-356-3012.

Deadline: March 13, 2023, 5:00 PM EST

EOE Disclaimer: The Town of Fort Mill is an equal-opportunity employer.

This Job Posting is not intended to be an all-inclusive list of duties, knowledge, skills, and abilities required to do the job. This is intended only to describe the general nature of the job. A more comprehensive list of duties, responsibilities and essential job functions is available on the job description.