

# PLEASE POST

## FRANKLIN CITY PUBLIC SCHOOLS ANNOUNCEMENT OF VACANCY

POSITION	POSTING DATE	APPLICATION DEADLINE
<b>Director of Financial Services</b> (12 month position)	February 20, 2017	Until Filled

**SALARY RANGE:** \$58,874 - \$106,292 (salary is commensurate with experience, education, etc.)  
School division pays employee basic group life insurance and 80% of individual health insurance. Other benefits include sick leave, sick leave bank, and vacation leave.

**Essential Functions:**

1. Supervises, directs and evaluates finance operations and personnel.
2. Coordinates and administers the preparation and drafting of annual budget development and long range strategic planning process.
3. Performs highly complex accounting work according to generally accepted standard accounting principles, established procedures, departmental guidelines, and regulatory requirements applicable to the work; prepares annual budget; directs and oversees audits by governmental agencies, state or independent agencies; approves and controls disbursements of funds for the School Board.
4. Directs, evaluates and revises fiscal activities, systems and reporting tasks to meet management needs, and local, state and federal regulations.
5. Manages Reporting, Accounting, Payroll and Budget functions for the School District.
6. Plans, organizes and implements departmental goals and objectives; coordinates and integrates all activities toward efficient achievement of established goals and objectives; develops and implements departmental policies and procedures.

(NOTE: A complete Job Description will be made available to prospective candidates.)

**Education / Certifications / Experience**

Bachelor's Degree from an accredited college or university in Finance, Accounting or other related field; CPA Certification or Master's Degree in Accounting, Finance or related field preferred; supplemented by eight (8) to ten (10) years progressively responsible supervisory/management experience in finance or accounting, to include two (2) years of experience within an entry level executive capacity; or an equivalent combination of education, training, and experience.

**TO APPLY FOR POSITIONS IN FRANKLIN CITY PUBLIC SCHOOLS, PLEASE COMPLETE THE ONLINE APPLICATION PROCESS VIA OUR WEBSITE AT:**

[www.franklincity.k12.va.us](http://www.franklincity.k12.va.us)

IF YOU HAVE QUESTIONS, PLEASE FEEL FREE TO CONTACT OUR HUMAN RESOURCES DEPARTMENT AT:

Office of Human Resources  
Franklin City Public Schools  
207 West Second Avenue  
Franklin, Virginia 23851

(757) 569-8111, ext. 5352 OR 5501 FAX (757) 569-8078

NOTE: EMPLOYEES OF FCPS WHO WISH TO BE CONSIDERED SHOULD FORWARD A LETTER OF INTEREST  
AN EQUAL OPPORTUNITY EMPLOYER