



NOW HIRING

ASSISTANT FINANCE DIRECTOR

FINANCE DEPARTMENT MISSION

The Finance Department's goal is to provide professional and sound guidance in City financial matters; support the various municipal departments and business operations of the City; maintain accurate accounting records; and administer financial policy supported by applicable City, State, and Federal laws.

The City of Bay Minette is one of the most highly anticipated cities in south Alabama, with major growth and development expected due to the incoming Novelis Aluminum Recycling & Rolling Plant and other associated projects. We have a newly established Downtown Redevelopment Authority and other related cooperative districts.

FOR MORE INFORMATION ABOUT THE CITY OF BAY MINETTE, VISIT US AT CITYOFBAYMINETTEAL.GOV

FOR INFORMATION ABOUT THE NORTH BALDWIN AREA, VISIT THE NORTH BALDWIN CHAMBER OF COMMERCE AT NORTHBALDWINCHAMBER.COM

The City of Bay Minette, Alabama is accepting applications for Assistant Finance Director to assist in the management and direction of the City's financial operations, to include accounting, financial reporting, budgeting functions, debt programs, capital projects, auditing, grant reporting, purchasing, payroll, and special projects as assigned.

In addition to the Assistant Finance Director, the Finance Department is supported by a departmental staff consisting of a Financial Accountant, Municipal Revenue Officer, Accounting Technician, and Payroll/Cemetery Specialist.

The annual budget for the City of Bay Minette is \$14.2 million. We have a AA bond rating with S&P.

Salary/Hiring Range: \$63,322.97 to \$98,942.13, depending on qualifications.

Minimum Requirements:

- Bachelor's degree in accounting or business administration
- 3 years progressively responsible accounting experience, preferably in a governmental setting and including supervisory responsibilities
- CPA licensure preferred
- Valid driver license from state of residence

View the job posting on the City's Career page for more information related to the Assistant Finance Director position.

*** Benefits ***

Vacation and Sick Leave
(accrued by pay period)
14 Paid Holidays

Retirement Systems of Alabama
BC/BS Medical ~ Delta Dental - VSP Vision
Life Insurance ~ Employee Clinic/Wellness Program
Pool Membership ~ Reduced Golf Course Membership
and so much more!

APPLY ONLINE

[HTTPS://CITYOFBAYMINETTEAL.GOV/BAY-MINETTE/CAREERS](https://cityofbayminetteal.gov/bay-minette/careers)

APPLY IN PERSON

CITY OF BAY MINETTE
301 D'OLIVE STREET
BAY MINETTE, ALABAMA 36507

QUESTIONS OR RESUME SUBMISSION (WITH COMPLETED APPLICATION)

LIANA BARNETT, HR DIRECTOR, 251-580-1605
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