

Finance/Administration Manager Job Posting

6/2019

The Mt. Crested Butte Water and Sanitation District is accepting applications for a full time **Finance/Administration Manager** to be part of a team environment focused on financial, administration and HR operations in the District. Qualifications include a combination of a financial wizard, a numbers guru, a customer service specialist and an HR master. This position requires a comprehensive knowledge of general ledger accounting principles and procedures using T-accounts, preparing financial reports, auditing standards, strong background in computer software including network systems, payroll and taxes, accounts payable and receivable, benefits administration, communication and problem-solving skills. Experience with the Caselle Accounting System is beneficial. A minimum of 8 years of progressive finance and accounting experience of which three years is in a supervisory capacity. A degree in accounting, finance, business admin or equivalent is preferred. Starting salary \$50,000 to \$85,000, DOE. Excellent benefits package included. Full job description is available at www.mcbwsd.com. Please submit cover letter and resume to Mt. Crested Butte Water and Sanitation District, PO Box 5740, Mt. Crested Butte, CO 81225 or email finance@mcbwsd.com. Position is open until filled. MCBWSD is an Equal Opportunity Employer.