



# MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

*Invites your interest in the position of:*

## **ACCOUNTING MANAGER**

**\$93,876 - \$119,796 Annually  
(Steps 1 - 6)**

The Accounting Manager is responsible for overseeing all accounting-related activities of the organization. This position manages the development and maintenance of accounting principles, practices, procedures and systems to ensure accurate and timely financial statements and other operational reports. The Accounting Manager addresses regulated or externally-determined deadlines and a multitude of accounting activities, which include general ledger maintenance, financial reporting, year-end audit and the support of budget and forecast activities. The position reports to the Director of Finance and Administration and works closely with managers and the board of directors.

### **SUMMARY OF EDUCATION, TRAINING AND EXPERIENCE:**

- A Bachelor's degree in Accounting or Finance is required; MBA or CPA a plus.
- Extremely strong technical accounting skills, including knowledge of GAAP and current accounting principles and practices; knowledge of GASB a plus.
- Knowledge of local, state and federal payroll principles, practices and regulations and of principles and practices of budgeting, forecasting, financial planning.
- 5-10 years of progressive financial management experience in corporate and/or government settings, preferably including experience in public accounting.
- Excellent written and verbal skill with leadership experience with the ability to solve problems in a team oriented environment; knowledge of principles and practices of effective management, supervision, and employee performance evaluation.
- Excellent coaching and team building skills; strong interpersonal skills.
- Advanced expertise with Microsoft Excel; intermediate expertise in Outlook, Word and PowerPoint.
- Basic knowledge of database management systems (SQL).
- Experience with Microsoft Great Plains software and with integrating data from multiple systems and databases desired.

### **License or Certificates**

- Certified Public Accountant or Certified Management Accountant designation desired.
- Possession of a current California Driver's License issued by the State Department of Motor Vehicles required.

### **SUPERVISORY RESPONSIBILITIES**

The incumbent in this position provides direct supervision to three (3) employees and has oversight of one (1) District department.

### **BENEFITS INCLUDE:**

Medical/Dental/Vision, CalPERS retirement, 457 Plan, Life, STD/LTD, 14 paid Holidays, 12 days paid sick and Vacation leave.

### **TO APPLY:**

Visit <http://www.mrwmd.org/about/human-resources> - Download an application and full job description. Return completed application and job description with resume by **EMAIL:** to [hr@mrwmd.org](mailto:hr@mrwmd.org), **FAX:** 831-384-3567 or **MAIL:** Po Box 1670, Marina, CA 93933.

**OPEN UNTIL FILLED**