

CITY OF CHANDLER



BUDGET MANAGER



CHANDLER IS A GREAT PLACE TO VISIT, WORK, PLAY, AND LIVE



THE OPPORTUNITY

The City of Chandler seeks an experienced, creative and collaborative professional to direct the Budget Division personnel in the efficient operation and development of the City's annual operating and capital budgets, and to ensure compliance with state and municipal ordinances and City financial policies, and assist with effective debt management and forecasting. We are seeking individuals with exceptional customer service skills and a team oriented focus. He/she will be considered an integral part of the City's Management Services team reporting to the Management Services Director.

THE COMMUNITY

Well recognized as a progressive, cutting-edge City, Chandler has truly transformed from a small desert town to a dynamic world-class city. It was founded in 1912 as Arizona's first master-planned community and has become a vibrant diverse community of more than 260,000 residents. The population is estimated to reach 299,000 at its planned build-out.

Located in the southeast portion of Metropolitan Phoenix, the City is strategically located and easily accessible by major freeways and Phoenix Sky Harbor International Airport. Although Chandler has seen extraordinary growth over the last 25 years, the City planned for the future and provided balance by focusing on the creation of distinct employment corridors, investing in top notch infrastructure and building quality neighborhoods. Called the "Innovation and Technology Hub of the Southwest" because of its wide variety of high technology industries, the City has developed good relationships with the business community and has a diverse base of 110,000 jobs featuring industry leaders: Intel, Orbital ATK, Bank of America, Wells Fargo, Rogers Corporation, InfusionSoft, PayPal and Microchip.

Chandler boasts world-class recreation facilities, award-winning hotels, fabulous restaurants featuring a diverse array of cuisines, outdoor recreation, premier shopping and one-of-a-kind events. Historic Downtown Chandler offers a unique experience of shops and restaurants unlike anything in the Phoenix metro area.

Chandler is graced with near-perfect weather, more than 330 sunny days a year, and an average temperature of 85 degrees. In 2010, Chandler was selected as a winner of the prestigious All-American City Award by the National Civic League, given each year to ten communities nationwide for outstanding civic achievements. In addition, earlier this year, Chandler was named the best city in the country to find a job by WalletHub, while last year, Niche awarded Chandler the best place best to live in metro Phoenix and the best suburb to live in Arizona. In 2017, Chandler was identified among the nation's top five safest cities to raise a family by Goodcall.

Chandler enjoys a rich cultural reputation and boasts of its dedication to quality education beginning at the pre-school level. The City is proud of the strong relationships it has developed with its community colleges, vocational schools, Arizona State University, University of Arizona and private universities. The community's highly educated and skilled workforce, growing employment base, low unemployment, household income and wealth trends are well above state and national averages. The City's median income is \$79,112 and the median home value is \$234,100.



MISSION STATEMENT

**WE ARE COMMITTED TO SERVE CHANDLER'S
CITIZENS THROUGH TEAMWORK,
UNDERSTANDING AND DEDICATION IN A
PROFESSIONAL AND RESPONSIVE MANNER.**



THE ORGANIZATION

The City of Chandler is a nationally recognized, full-service, charter city operating under the council-manager form of government. The City is led by a seven-member City Council, elected at-large. The Mayor is directly elected, while the Vice Mayor is chosen by the City Council from amongst its members.

The City is organized into the Departments of the City Manager's office including Economic Development and Airport; City Clerk's Office; City Court; Communications and Public Affairs; Community Services; Cultural Development; Development Services; Fire; Information Technology; Law; Management Services; Neighborhood Resources; Public Works and Utilities; and Police. Chandler provides a full array of municipal services and in addition operates the Chandler Center for the Arts, the Museum and a municipal airport.

Chandler employs 1,692 full time equivalent employees and has three employee associations. The City's proposed budget for FY 2019/20 is \$927 million.

THE IDEAL CANDIDATE

The successful candidate will be an experienced government professional with outstanding leadership and personnel management skills and with a breadth of experience in managing annual operating and capital budgets with a high level of organization, foresight and vision. The successful candidate will have a demonstrated track record of effective staff management, strong communication skills, and political acumen in working with elected officials. The Budget Manager will embrace the City Manager's approach of developing strong working relationships with all areas of the organization based on regular and candid communication, partnership, mutual trust, respect, and accountability, with an emphasis on customer service.

The Manager will develop partnerships with other departments, governments or agencies to work on joint projects and address budgetary operational activities through a commitment to service delivery.

Key attributes and abilities include:

- An effective, service-oriented manager who respects employees, holds the organization accountable, leads necessary staff development and cultivates high morale,
- A manager who seeks to delegate and empower his/her staff; appreciates the strengths of a talented and devoted management team, and developing staff to their fullest potential.
- An effective communicator and presenter of complex information to different audiences.
- A relationship-builder; proactive in establishing constructive and collaborative relationships within the City organization.
- Knowledge of federal and state financial laws as related to municipal financial affairs and federal, state, and local laws, rules and regulations affecting municipal budgeting.
- Strong principals, practices, objectives, and methods of municipal finance, accounting, and budget preparation.
- A creative problem solver and developer of policies to guide Departments in accurate daily processes.

QUALIFICATIONS

EDUCATION:

- Bachelor's Degree in Accounting, Finance or related field

EXPERIENCE:

- Eight (8) years progressively responsible experience supervising and managing government budgeting and financial activities, including three (3) years supervisory experience.

DESIRABLE QUALIFICATIONS:

- Certified Public Accountant
- Certified Government Finance Manager (CGFM)
- Certified Public Finance Officer (CPFO)
- Experience in municipal government

While the City has established minimum qualifications for this position, the key selection criteria will be a demonstrated record of excellence in the required elements and proficiency levels of the position and may elect to accept substitutions for some of the required education or experience, depending upon the total professional background and credentials of individual candidates.

COMPENSATION AND BENEFITS

The salary range for the Budget Manager is \$90,302 - \$126,423. The City offers an attractive benefit package including affordable medical, dental and vision programs, wellness programs, retirement health savings, deferred compensation, vacation, sick leave, holidays, short term disability, group life and commuter insurance and an array of voluntary benefits. The City of Chandler participates in the Arizona State Retirement System (ASRS).

This position is designated as "unclassified" and will serve at the pleasure of the City Manager.

SELECTION PROCESS

We encourage you to apply on-line at www.chandleraz.gov/jobs by June 23, 2019. Please include your resume, cover letter, salary requirements and references. Resumes should reflect years of employment as well as number of staff and areas of finance/budget supervised.

For additional information, you may contact Sue Johnson, Human Resources Manager by phone at 480-782-2357 or by email at Sue.Johnson@chandleraz.gov.

The City of Chandler is committed to Equal Opportunity and Reasonable Accommodation.

