



CAMP VERDE
THE CENTER OF IT ALL — ARIZONA

Accountant

TOWN OF CAMP VERDE, ARIZONA



CAMP VERDE

THE OLDEST SETTLEMENT IN THE VERDE VALLEY - SITE OF HISTORIC FORD VERDE - THE FIRST SETTLERS CAME INTO THE VALLEY IN FEBRUARY 1865. FOLLOWED BY THE MILITARY IN AUGUST 1865. ORIGINAL MILITARY AND HISTORIC BUILDINGS STILL STAND.



The Center of It All

THE COMMUNITY

Arizona's Verde Valley is home to wineries, smaller but growing towns, and the Verde River, which for centuries has been the area's lifeblood. The Town of Camp Verde (pop. 12,495, 47 sq mi, elev. 3,147 ft) rests peacefully along the river at the foot of the valley, surrounded by the Prescott and Coconino National Forests. The town earned the international Dark Sky Community designation and is also a Tree City USA.

Founded in 1865 two years after the formation of Arizona Territory and incorporated in 1986, the town is proud of its rural and western heritage, but progressive enough to encourage new businesses and development. The new FrameTec manufacturing facility (trusses and frames) will open this fall, adding at least 180 jobs.

Located in Yavapai County in north central Arizona, the town is at the geographic center of the state. At the intersection of I-17 and Arizona SR 260, Camp Verde is 92 miles north of Phoenix and Sky Harbor International Airport and 42 miles south of Flagstaff and its ski slopes. The area is an outdoor recreation paradise.

The Verde Valley region has five State Parks and a State Natural Area. In addition to these scenic and historic amenities, Camp Verde is a community with a culture rich in history. Montezuma Castle National Monument, located in Camp Verde, and the nearby Montezuma Well National Monument are two of the many examples of the cultural resources in this area.

Camp Verde boasts numerous attractions, including Fort Verde State Historic Park in downtown Camp Verde, Out of Africa Wildlife Park, Cliff Castle Casino, Verde Valley Archeological Center and Museum, Camp Verde Visitors Center and Historical Society Museum, and the Verde Valley Wine Trail.

To learn more about the Town of Camp Verde, please visit

<https://www.campverde.az.gov>

Mission: “We serve by honoring our past and embracing the future.”

Vision: “Camp Verde is welcoming, a safe community, a vibrant economy, thoughtfully growing, and offering an exceptional quality of life.”

THE DEPARTMENT

Serving under the general direction of the Finance Director, the Accountant will be expected to provide and develop the culture of an exceptional customer service; effective communication and efficient operations in fields related to Town’s financial operations and processes. This position will be joining the team of three to include the Finance Director, an Accountant for Accounts Payables and Payroll Accountant. The Finance Department is proud of receiving Government Finance Officers Association awards consecutively for several years: the Distinguished Budget Award and the Certificate of Achievement for Excellence in Financial Reporting.

KEY RESPONSIBILITIES

Administers Town budget, tracks expenditures, and coordinates budget development; monitors budget and financial variables, revenue cycle and expenditure trends.

- Analyzes and verifies journal entries and bank reconciliations; verifies the accuracy of financial records; researches and resolves accounting and budget issues; interprets and explains financial policies and rules.

- Monitors accounting documents and procedures for accuracy, completeness, and compliance with Federal, state, and Town policies and practices.

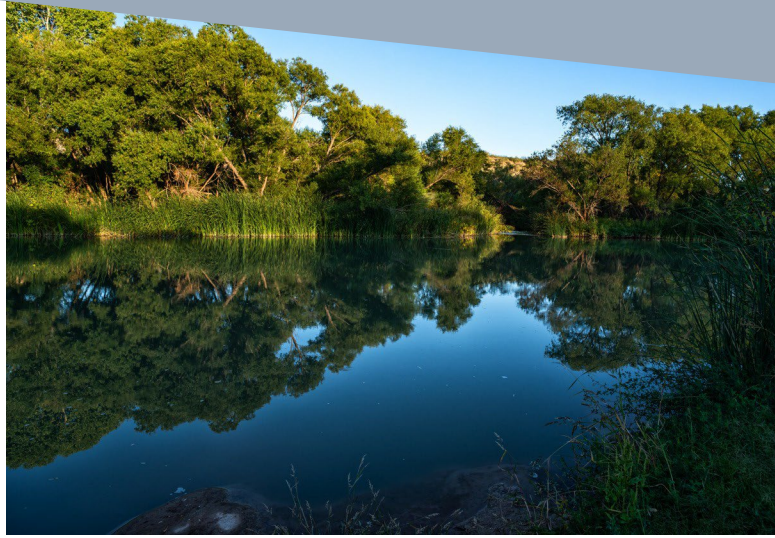
- Manages the preparation and filing of financial reports; analyzes expenditures and develops revenue projections; coordinates external financial reporting and work with external auditors.

- Posts documents and computer accounting entries; performs other technical accounting activities, including general ledger, accounts payable, revenue, accounts receivable, special fund accounting, bank deposits, reconciliations, and capital assets; reviews and validates data.



THE IDEAL CANDIDATE

The successful candidate possesses a strong technical foundation, attention to detail, and analytical and problem-solving skills. They are also technically proficient with software and Excel, ethically sound, and possess excellent communication and collaboration abilities. Adaptability, a commitment to continuous learning, and a proactive, self-starting mindset are also essential traits. The Accountant will also effectively collaborate with other departments while providing support to the Finance Director. Prior experience in a comparable, diverse, high-performing municipal organization, and growth-oriented community is highly desirable.



QUALIFICATIONS

An Associate's degree in Accounting or Business Administration; AND two year's government accounting and budgeting experience; OR an equivalent combination of education and experience.



COMPENSATION AND BENEFITS

The annual salary range for this position is \$69,695 to \$85,376, and appointment will be made depending upon the qualifications of the selected candidate. In addition, the following benefits are provided: comprehensive health, dental, and vision insurances paid 100% (for employee only); group life and short-term disability insurances (paid 100% for employee) and voluntary supplemental options; EAP; and health savings accounts, to which the town contributes the maximum allowed by the IRS. Retirement benefits are offered through the Arizona State Retirement System (ASRS) (mandatory), which includes both pension and health benefits. An optional 457(b) plan is available. This position enjoys paid time off, plus 11 paid holidays.

APPLICATION PROCESS

To be considered for this wonderful professional opportunity, please apply online.

<https://www.governmentjobs.com/careers/campverde/jobs/5064434/accountant>

For more information on this position contact:

Julia Kaiser, HR Director

julia.kaiser@campverde.az.gov

928-300-3847

The Town of Camp Verde is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.