



City of Scottsdale
Accounting Department Director

SALARY	\$124,696.00 - \$168,417.60 Annually	LOCATION	Scottsdale, AZ
JOB TYPE	Full-Time Regular	JOB NUMBER	FY2526-00487
DIVISION	Accounting	DEPARTMENT	Accounting
OPENING DATE	12/10/2025	CLOSING DATE	1/17/2026 11:59 PM Arizona

Introduction



THE CITY OF SCOTTSDALE INVITES YOUR INTEREST IN THE POSITION OF [ACCOUNTING DEPT DIRECTOR](#) ([Download PDF reader](#)).

This is an exciting career advancement opportunity for a top professional to be responsible for directing and managing the activities and operations of the City of Scottsdale’s Accounting Department. This management level position reports to the Assistant City Treasurer/Assistant CFO and leads a team of accounting staff responsible for the city’s accounting, reporting and treasury functions. The selected candidate will join a collaborative and high-performing team, focused on quality work and exceptional service delivery.

In order to be considered for this position, the department requests that you attach a Cover Letter and Resume to your application.

Anticipated starting salary may be up to mid-point depending on candidate’s experience and internal equity. The midpoint salary is \$146,494.40 annually.

The City of Scottsdale offers:

- 12 Paid Holidays, which includes 1 Floating Holiday

- Vacation Accrual; starts at 10.3 hours/month, eligible for use immediately following accrual
- Sick Leave Accrual; 8 hours/month, eligible for use immediately following accrual
- Medical (which includes behavioral health coverage), Dental and Vision benefits effective first day of employment
- City Paid Basic Life Insurance (equal to one times employee annual salary); option of Supplemental Life Insurance
- Tuition Reimbursement; \$2,500/year
- Participation in the Arizona State Retirement System (ASRS) Defined benefit plan with mandatory employer and employee contributions currently at 12% which includes a Long-Term Disability benefit
- Supplemental Retirement Plans through Nationwide; 457
- Pet Insurance
- Bilingual pay compensation
- Robust Employee Wellness plan with flexible incentives
- Access to several city-owned fitness and recreational facilities at no cost

Please visit the [Human Resources and Benefits Information](#) page for more information.

Minimum Qualifications

Education and Experience

- Bachelor's degree in accounting, auditing, finance, or business administration from an accredited educational institution.
- Five years of accounting experience including supervisory experience over a professional staff and experience in municipal accounting.
- Must have at least one year of lead or supervisory experience.
- Any equivalent combination of education and/or job-related experience that meets the minimum qualifications may be substituted.

Licensing, Certifications and Other Requirements

- Certification as a public accountant (CPA).
- Active membership in a state society of CPA's with current Continuing Professional Education (CPE) accreditation.
- Every person employed by the City of Scottsdale shall reside in the State of Arizona during his or her active employment by the City, regardless of whether the employee is approved to remote work.

Other pertinent licenses and/or certifications may be required of some positions depending on department/section assignment.

Essential Functions

To view the Essential Functions of this job, please click [HERE](#).

Work Environment/Physical Demands

To view the Work Environment/Physical Demands, click [HERE](#).

Selection Process:

The application and supplemental questions are an integral part of the selection process and must be completed in full in order for you to be considered as a candidate. **Please complete each section and answer all questions as thoroughly as possible. DO NOT state "See Resume" in lieu of answering.** Unanswered questions, incomplete responses, omissions, or partial information may result in disqualification from the selection process.

Applicants whose education, training and experience most closely meet the needs of the position may be invited to participate in a selection process that may include a panel interview. Successful candidates will receive a post-offer, pre-employment background screening that may include:

- Fingerprinting search of the national FBI Database

- Criminal Background screening
- Credit Check

The City of Scottsdale reserves the right to change this process at any time, potentially without advance notice.

EQUAL EMPLOYMENT OPPORTUNITY: It is the policy of the city to provide employment opportunities to all persons based solely on ability, regardless of race, color, religion, sex, national origin, age, sexual orientation, gender identity, or disability.

When advised, reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the recruitment process. Please contact Human Resources to request an accommodation. Persons with a disability may request a reasonable accommodation by contacting HR at (480) 312-2491. Requests should be made 24 hours in advance or as early as possible to allow time to arrange the accommodation. For TTY users, the Arizona Relay Service (1-800-367-8939) may contact HR at (480) 312-2491.

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

Employer

City of Scottsdale

Address

9191 E San Salvador Dr

Scottsdale, Arizona, 85258

Website

<http://www.scottsdaleaz.gov>

Accounting Department Director Supplemental Questionnaire

***QUESTION 1**

Do you have a Bachelor's degree in accounting, auditing, finance, or business administration from an accredited educational institution? **Note: This must be listed in the Education Section of the application.**

- Yes
- No

***QUESTION 2**

Do you have at least 5 years of accounting experience including supervisory experience over a professional staff and experience in municipal accounting?

- Yes
- No

***QUESTION 3**

Do you have at least one year of lead or supervisory experience?

- Yes
- No

***QUESTION 4**

Do you currently have certification as a public accountant (CPA)?

- Yes
- No

***QUESTION 5**

Please describe your experience with implementing GASB pronouncements and putting together an Annual Comprehensive Financial Report that meets the GFOA Excellence in Financial Reporting award requirements. **Note: Do not state "See resume" in lieu of responding to this question. If you don't have this experience, please indicate "None".**

***QUESTION 6**

Please describe your experience managing high level professional staff such as Senior Accountants who perform highly technical accounting work. **Note: Do not state "See resume" in lieu of responding to this question. If you don't have this experience, please indicate "None".**

***QUESTION 7**

I understand that any communication for this recruitment may come via an email from governmentjobs.com and I will check my email junk/spam folders regularly for possible notifications and/or self-schedule interview invitations.

- Yes
- No

***QUESTION 8**

Please indicate how you learned about this job opportunity with the City of Scottsdale.

- City Website
- Employee Referral
- Facebook
- Glassdoor
- Governmentjobs.com
- Indeed
- Instagram
- Job Fair (In-Person / Virtual)
- Recruiter
- Other

*** Required Question**