**Assistant Director of Statewide Reporting Job Posting**

**Apply online at** <https://careers.vermont.gov/>

**Title**: Assistant Director of Statewide Reporting   
**Application Deadline**: 07/21/2019   
**Req ID**: 1738   
**Department**: Finance & Management  
**Location**: Montpelier   
**Position Type**: Permanent   
**Pay Grade**: 30, starting pay $35.88 per hour, may be higher depending on qualifications)  
**Schedule Type:**Full Time

**Job Code**

030700

**Overview**

This position will assist with planning and conducting the State's conversion to financial reporting in accordance with GAAP principles and ongoing management of the system thereafter. Assists with or prepares State's Comprehensive Annual Financial Report in accordance with GAAP, for audit by the Auditor of Accounts. Develops, instructs and trains personnel of other departments and quasi-state organizations in the techniques to be used in collecting and reporting financial data under GAAP. Assures that the State's accounting system remains in compliance with GAAP. This position also oversees the preparation of the Schedule of Federal Expenditures, preparation of the annual Treasury-State Cash Management Agreement and compliance with Administrative Bulletin 5, Subrecipient Monitoring. Performs related duties as required.

**Who May Apply**

This position, **Assistant Director of Statewide Reporting (Job Requisition # 1738),** is open to all State employees and external applicants.

If you would like more information about this position, please contact Christine Gilhuly at [christine.gilhuly@vermont.gov](mailto:christine.gilhuly@vermont.gov).

Please note that multiple positions in the same work location may be filled from this job posting.

Resumes will not be accepted via e-mail. You must apply online to be considered.

**Class Definition**

Managerial, technical and consultative work at a professional level involving the conversion to and ongoing reporting under generally accepted accounting principles(GAAP) of the State's financial information for the Department of Finance and Management. Position oversees the conversion of all state accounting and reporting to GAAP. This position may supervise professional accountants. Work is performed under the general direction of the Director of Statewide Reporting.

**Environmental Factors**

Duties are performed in a standard professional office setting. Work outside of normal duty hours can be anticipated during financial statement development time. Testimony before legislative committees may be required.

**Minimum Qualifications**

Bachelor's degree AND six (6) years professional level experience in governmental accounting, auditing or financial management.

OR

Master's degree in business or public administration OR a Certified Public Accountant license AND four (4) years professional level experience in governmental accounting, auditing or financial management.

**Preferred Qualifications**

Candidates must be reasonably familiar with government GAAP.

**Total Compensation**

As a State employee you are offered a great career opportunity, but it's more than a paycheck. The State's total compensation package features an outstanding set of employee benefits that are worth about 30% of your total compensation, including:

* 80% State paid medical premium
* Dental Plan at no cost for employees and their families
* Flexible Spending healthcare and childcare reimbursement accounts
* Two ways to save for your retirement: A State defined benefit pension plan and a deferred compensation 457(b) plan
* Work/Life balance: 11 paid holidays each year and a generous leave plan; many jobs also allow for a flexible schedule
* Low cost group life insurance
* Tuition Reimbursement
* Incentive-based Wellness Program
* Qualified Employer for Public Service Student Loan Forgiveness Program

Want the specifics? Explore the [Benefits of State Employment](https://careers.vermont.gov/content/What-We-Offer/?locale=en_US) on our website.

**Equal Opportunity Employer**

The State of Vermont is an Equal Opportunity Employer. Applications from women, individuals with disabilities, veterans, and people from diverse cultural backgrounds are encouraged.