FINANCE DIRECTOR

The City of LeClaire, Iowa is seeking a Finance Director to fill a vital, newly created position. This hands-on position is a Department Head level position responsible for all general ledger, payroll, accounts payable, accounts receivable, budgeting, utility billing, and other financial processing activities. This position reports to the City Administrator. The full job description for this position is posted at the following link: (https://ia-leclaire.civicplus.com/DocumentCenter/View/1573/FINAL-Finance-Director-Description-10-22-19). LeClaire, a part of the greater Quad City Area in Eastern Iowa is a rapidly growing community of approximately 5,000+ residents and is located at the intersection of the Mississippi River and Interstate–80. The City offers a full range of generous employee benefits including IPERS, group health insurance, paid vacations, holidays, and other benefits. Minimum application requirements include graduation from an accredited college or university with a bachelor’s degree in accounting or finance with an MBA or CPA preferred and a minimum of five (5) years of directly related, professional experience in an accounting or financial management position. Specific governmental accounting experience is preferred. The City uses “gWorks” (formerly SUMMIT through Data Tech) general ledger and financial accounting software. Maximum annual starting salary will be $80,000 and will be evaluated and commensurate with experience and qualifications. A complete and current resume, three (3) employment and two (2) personal references and other supporting documents should be e-mailed to echoate@leclaireiowa.gov. Post-offer, pre-employment physicals, including drug and alcohol testing, are required. Consideration preference will be given to qualified City residents. City residency is required within one (1) year of hire date. This position is considered an FLSA exempt position. For more information, to acquire an application packet, or to request assistance in making reasonable accommodations to allow an individual to participate in the application and employment process, please feel free to stop in at or write to: LeClaire City Hall at 325 Wisconsin Street, LeClaire, Iowa 52753 or call (563)-289-4242. Applications for this round of evaluations will be accepted until the April 1, 2020. The City of LeClaire is an Equal Opportunity Employer.