

Department of Finance  
City of Baltimore  
Baltimore, Maryland

The City of Baltimore is seeking an Accounting Manager with a working understanding of GAAP, preferably as it relates to local governments, to manage, supervise, handle calls from customers and Agencies, and approve disbursements in accordance with City policy.

This position, shall be directly responsible for the management of the issuance of all checks, credit and adjustments to accounts, system upgrades and updates, process 1099, manage unclaimed property with the State of Maryland, and coding checks for miscellaneous payments. This position shall report to the Chief, Bureau of Accounting and Payroll Services.

The successful candidate will have demonstrated:

- their ability to develop effective working relationships across complex business,
- an ability to implement process improvement and information technology changes/updates,
- flexibility to changing work demands,
- strong analytical and problem solving skills, and
- willingness and able to work extended hours when needed.

Eligible candidates are expected to have a minimum of 5 years management experience in payables, accounting and/or auditing and a Bachelor's degree in accounting or related field with sufficient credits to qualify to sit for the CPA examination. Governmental accounting experience preferred.

Interested candidates should submit a cover letter and resume that specifically addresses the applicant's experience relevant to this position to:

B. Berry  
Department of Finance  
Room 444 City Hall  
100 Holliday Street  
Baltimore, Maryland 21202

**AN EQUAL OPPORTUNITY EMPLOYER**

Job Type: Full-time