**Controller, Manager I (Grade M1)**

**Montgomery County, MD Government**

**Department of Finance**

**Rockville, MD, US**

**Salary Range $108,684 - $191,726**

Are you ready to be a leader in an award-winning organization that is committed to innovation and excellence in financial operations and administration?

***Who we are looking for***

Montgomery County, Maryland, [Department of Finance](https://www.montgomerycountymd.gov/finance/) (Finance) is seeking an energetic and results-oriented professional with proven financial management and financial reporting experience, and exceptional communication and organizational skills, to join our collaborative and committed senior management team.

***Who we are***

Montgomery County is one of Maryland's outstanding places to live and work. With the largest population in Maryland at over one million residents and located near the Nation’s capital, the County is one of the most affluent jurisdictions in Maryland and the nation.  Montgomery County has a strong and diverse economy, with the 4th highest concentration of biotech in the U.S., corporate headquarters to industry leaders like Marriott and Lockheed Martin, and home to 32 federal facilities.  Demographically, the County is approximately 42.9% white; 20.1% Hispanic or Latino; 20.1% Black or African American and 15.6% Asian. 91% of adult residents have at least a high school diploma while 57.8% hold a bachelor's or higher degree.

Montgomery County Finance is an innovative, award-winning finance operation, responsible for prudently managing taxpayer funds, establishing, and implementing sound fiscal policies, and safeguarding public assets. County financial operations are large and complex, with General Fund revenues of $3.5 billion, governmental fund reserves of $1.3 billion, government-wide assets of $8.7 billion, spanning more than 35 departments and offices and with 35 published funds comprising all fund types.

Finance programs include Controller operations (details below); Fiscal Management (debt management, investing, cash management, and revenue and economic forecasting); Treasury (tax billing and collection, and cashiering); and Risk Management (insurance, claims administration, and safety). These programs, including department-wide experts in information technology, human resources, contracting and budgeting, are managed by a team of professionals with a depth of government experience, and with industry expertise developed while working for Fortune 500 companies, bond rating agencies, investment banking, public accounting, and financial and systems consulting.

Montgomery County Finance, led by this diverse management team, is nationally recognized for excellence:

Triple AAA Rated – Awarded the highest credit ratings from Moody’s Investors Service, Inc., Standard and Poor’s, and Fitch Ratings, one of only 14 “Triple AAA” rated counties in the nation with a population greater than 1,000,000.

GFOA (Government Finance Officers Association) – Financial Reporting/Excellence:

* ACFR (Annual Comprehensive Financial Report) since 1951, more times than any other county in the nation.
* PAFR (Popular Annual Financial Report).
* Financial Transparency Suite\*(spending Montgomery & online open budget initiative).
* Automated and integrated year-end closing process.\*\*
  + \*Recipient of numerous industry awards
  + \*\*GFOA-WMA (Washington Metropolitan Area)

NACO (National Association of Counties) Achievement Awards – For innovations and initiatives such as implementation of RPA (robotic process automation), enhancements and streamlining of the vendor registration system, and establishment of a commercial property assessed clean energy program.

***Your Role as Controller***

The Controller (Manager I) oversees enterprise-wide financial reporting, accounting, and transaction processing. This position carries out these responsibilities though the mission-critical programs of financial accounting and reporting; analysis and compliance monitoring; accounts receivable/billing and collections; payroll and time reporting; and accounts payable and vendor payments. The Controller reports directly to the Director of Finance and supervises several subordinate managers.

Working with other Senior Management team members to advise and support the Director in developing strategies to accomplish Finance’s mission is essential to this position.

***Responsibilities of this position include, but are not limited to***:

* Providing expert-level advice and counsel to the Director of Finance, Chief Operating Officer and other Senior Management team members to plan and organize departmental priorities, including linking short-term planning efforts to the County’s long-range vision, and translating strategic initiatives into workable plans.
* Researching, identifying, developing, and implementing appropriate enterprise-wide and internal financial management policies, procedures, and systems of internal controls.
* Coordinating, collaborating on, and leading analysis and resolution of elevated and complex issues, typically involving interpretation and application of policies and practices, affecting and impacting mission critical County programs, operations, and systems.
* Overseeing the preparation and issuance of the County’s ACFR which meets GFOA Certificate of Achievement for Excellence in Financial Reporting (COA) Program awards criteria.
* Ensuring accounting and financial reporting is performed in a manner consistent with applicable standards, laws, and regulations, contributing to the County's continued receipt of its Triple AAA bond rating from all three major credit rating agencies – S&P, Moody’s, and Fitch.
* Actively participating with national and local industry and best practice organizations on topics such as emerging financial issues and new accounting standards.
* Training, supervising, supporting, and evaluating managers in the Division of the Controller, and assessing and recommending the level of resources needed for efficient functioning of all Division operations.

As a manager/supervisor of unionized employees, this position has a responsibility for fostering a positive labor relations environment based on mutual trust, respect, and cooperation.  A criminal background and credit history check will be conducted on the selected candidate prior to appointment and will be a significant factor in the hiring decision.

**MINIMUM QUALIFICATIONS**

**Experience:** Graduation from an accredited college or university with a master’s degree.

**Experience**: Seven (7) years of progressively responsible professional experience in overseeing the functional and technical aspects of financial operations, financial accounting, financial reporting, and/or auditing, preferably in a government setting, four years of which were in a supervisory or executive capacity.  *Note*: The term "executive" is further defined as a high echelon or high-level position in an organization that is assigned technical research, management advisory services responsibilities, or policy-making duties and responsibilities that exerts considerable influence on organizational policy, plans, and operations through technical research, management advisory services, and/or policy-making duties and responsibilities (e.g., County positions at Grade 30 or above).

**Equivalency**: An equivalent combination of education and experience may be substituted.  *Note*: Based upon legislative requirements, some positions may be subject to different minimum qualifications.

If selected for consideration for this position, you may be required to provide evidence that you possess the knowledge, skills, and abilities indicated on your resume. In addition, a second interview may be required. You may also be required to provide a writing sample.

Montgomery County Government offers competitive salaries and excellent benefits.

To view the complete job announcement and to apply, please visit our website at <https://www.montgomerycountymd.gov/HR/Recruitment/MCGCareers.html> and click on the “Search for Jobs at MCG" tab.

Read the full job description under the “General Professional" Job Category.

The requisition number is IRC55664. Interested candidates must create an online account in order to apply.  This Recruitment will remain **Open Until Filled**

All resume submissions must address the preferred criteria for the position,

which are listed in the full advertisement, preferably in a separate section of the resume.

Applicants are strongly encouraged to review the Resume Preparation Tips

listed under the “Resources” tab on the Office of Human Resource’s MCG Careers webpage.

EOE. M/F/H.