

HELP WANTED
HALIFAX COUNTY
DIRECTOR OF FINANCE

The County of Halifax is seeking an experienced finance professional to serve as its next Director of Finance. A detailed job description is available online at www.halifaxcountyva.gov or at the County Administration office located at 1050 Mary Bethune Street, Halifax, VA. The ideal candidate will possess the knowledge, skills, and abilities to perform the core functions and can progress through a career development plan to gain additional knowledge and opportunities. Work is performed under the supervision of the County Administrator.

The successful candidate will be responsible for the fiscal aspects of County business, including preparation of financial reports, developing the annual budget, ongoing budget management, assisting with mid-year appropriation requests, outside funding drawdowns, coordinating the funding of the capital improvement plan, coordinating the completion of the annual audit, and preparing financial reports for Board presentations. This position will also act as the purchasing agent in procuring the County's goods, services, and equipment; as well as the designated FOIA Officer.

Applicants shall hold a Bachelor's degree in finance, business administration, or a related field and exhibit a minimum of 5 years of experience in governmental accounting, budgeting, or general accounting. Licensure as a Certified Public Accountant is preferred.

Cover Letter, Application, Resume, and any supplemental materials shall be submitted to the County Administration Office, attention County Administrator. A first review of applications will occur March 7, 2025. This position will remain open until filled. For further information, please call (434) 476-3300. Halifax County is an Equal Opportunity Employer. Substance Abuse testing and background checks are required prior to employment.