



Invites applications for the position of: **ACCOUNTING MANAGER/GRANT ANALYST**

OPENING DATE: 6/3/2022

JOB TITLE: Accounting Manager/Grant Analyst

JOB TYPE: Full-Time w/ benefits

CLOSING DATE: Until Position is Filled

JOB LOCATION: Sumter, South Carolina

SALARY: \$46,000 – \$52,000

APPLICATION PROCEDURES:

- All applicants must **fully complete the on-line application** to include all current and previous work history and education.
- A **resume is also required but will not be accepted in lieu of a completed application.**

JOB SUMMARY:

Overall responsibility is to assist the Finance Department Chief in maintaining accurate, current financial records for the agency's funds in accordance with the agency's policies and state and federal regulations. Responsibilities also include oversight of two accounting staff. For full details and application form, go to: <http://www.santeelynchescog.org/employment-opportunities>.

OVERVIEW:

We are looking for a very motivated individual with strong attention to detail, high analytical skills, high intellectual curiosity, and a love of accounting. We need someone who loves a challenge and relentlessly pursues excellence. We need someone who is very skilled at finding the hidden trends that lie just beneath the surface. Additionally, on a regular basis you will also assist in preparation of financial statements for internal and/or external users, to include budget-to-actual reports and financial projections. Of note, there will be no loan processing in this position.

Our culture is collaborative, explorative, innovative, and inclusive. All voices are valued. We actively destroy silos, openly share across all departments, and, most importantly, we believe people are our #1 resource.

You will be expected to hit the ground running and figure things out quickly. Managing and overseeing federal and state grants is VERY different from traditional financial accounting. There is a LOT of nuance! Lastly, in our line of work, you will never get rich, but we do very meaningful work, have a great workplace environment, we have fun while getting the job done, and we take care of our staff.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE:

The following standards express the minimum background of training and experience to show evidence of an applicant's ability to qualify for this position. Other training or experience, if evaluated as equivalent, may qualify the applicant for the position. The Executive Director reserves the right to select a combination of the below criteria which establishes a level of competency to satisfactorily meet the requirements of the position.

Education:

Bachelor's degree in accounting or business administration from an accredited university or college.

Experience:

- 1) At least 5 years of relevant work experience
- 2) Proven experience analyzing budgets for trends
- 3) Highly proficient with Microsoft Excel
- 4) At least 3 years of supervising staff

DESIRED TRAINING AND EXPERIENCE:

- 1) Previous experience at a COG or planning district
- 2) Previous experience managing federal grants
- 3) Knowledge and experience with OMB 2 CFR 200, GAAP, and GASB pronouncements
- 4) Certified Public Finance Officer (CPFO) or equivalent

COMPENSATION AND BENEFITS:

- Starting salary of \$46,000 - \$52,000 depending on qualifications and experience.
- Potential for up to 60% remote work after successful on-boarding period and dependent on work performance.
- SC State Employee Health Insurance and Retirement Programs
- Thirteen paid holidays per year, plus annual leave and sick leave

SUBMIT COMPLETED APPLICATION PACKET VIA EMAIL TO: Dahlia Miller dmiller@slcog.org

Santee-Lynches Regional Council of Governments is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the SLRCOG will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.