



**INVITES APPLICATIONS FOR THE POSITION OF:
Finance Specialist**

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OPENING DATE: August 11, 2025,

CLOSING DATE: September 14, 2025

JOB TITLE: Finance Specialist

JOB LOCATION: Sumter, South Carolina

JOB TYPE: Full-Time with benefits

SALARY RANGE: \$40,000 - \$49,000

*Commensurate with qualifications & experience

AGENCY SPECIFIC APPLICATION PROCEDURES:

- **ONLY COMPLETE** applications will be accepted and processed for consideration.
- **Complete employment application online:** [Employment Opportunities | Santee-Lynches Regional Council of Governments](#)
- **Cover letter**
- **Resume as follows:**
 - CLEARLY AND IN DETAIL describe your experience as it relates to the required experience
 - CLEARLY AND IN DETAIL demonstrate your ability to perform the required Knowledge, Skills and Abilities (KSAs)

JOB SUMMARY: For job description and requirements: [Employment Opportunities | Santee-Lynches Regional Council of Governments](#)

OVERVIEW:

Overall responsibility is to assist the Finance Director in maintaining accurate, current financial records for the agency's funds in accordance with the agency's policies and state and federal regulations. This position is responsible for preparing payroll and payroll related payments and reports, reviewing contractor reports, preparing draw requests for grants, and assisting the Finance Director in preparing budgets, financial reports, and analysis.

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 detailed oriented. Additionally, on a regular basis you will also assist in the preparation of financial statements for internal and/or external users, to include budget-to-actual reports and financial projections.

You will be expected to hit the ground running and figure things out quickly. Managing and overseeing federal and state grants is different from traditional financial accounting. There is a LOT of nuance!

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

Work to Make a Difference: This position is not for someone who wants to coast. You will be expected to hit the ground running and figure things out very quickly. Additionally, in government work, don't expect to get rich, but be prepared to do meaningful work in a great, fun work environment!

If you are someone who places high value on service to others, and has an insatiable desire for continuous improvement, then we'd love to hear from you!

MINIMUM AND ADDITIONAL REQUIREMENTS:

- Bachelor's degree in accounting or related field from an accredited university or college
- Or four or more years of professional-level work experience in accounting
- Highly proficient with Microsoft Excel

PREFERRED QUALIFICATIONS:

- Previous experience managing federal grants
- Knowledge and experience with OMB 2 CFR 200, GAAP, and GASB pronouncements

NOTE: The Executive Director reserves the right to select a combination of the above criteria which establishes a level of competency in the individual to satisfactorily fill the position.

For full details and application, go to: <http://www.santeelynychescog.org/employment-opportunities>.

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.