

CITY OF NORTH MIAMI EMPLOYMENT ANNOUNCEMENT

OPEN
NON-COMPETITIVE
CS-1370

CHIEF ACCOUNTANT (217)
Recruitment #00111
\$52,234 - \$77,476/year

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Applications for this position will be **accepted until Monday, April 1, 2013.**

Following review of candidate's application by the Personnel Administration Department, qualified applicants will be placed on an Eligible List in alphabetical order. Only those candidates who specifically meet the specific requirements for the position may be contacted for an interview.

You must provide an email address. Emails can be set up at your local public library. If no email address is provided, you will not be notified of your status and will not be considered for the position.

**GENERAL
STATEMENT OF
DUTIES:**

Performs professional accounting and supervisory work in coordinating activities of the Accounting Division of the Finance Department. An employee in this class frequently develops, revises and implements accounting procedures and forms, and trains new department personnel. The employee is expected to exercise considerable independent professional judgment in solving most problems which arise within his/her assigned work area. Work is subject to verification by annual external audits, and a variety of internal controls. Supervision is exercised over a group of clerical and technical subordinates. Does related work as required.

REQUIREMENTS:

Bachelors Degree with major course work in accounting plus considerable experience in public accounting, some of which shall have been at a supervisory level.

CPA license preferred.
Valid CGFO certificate preferred

**IN LIEU OF
EXAMINATION:**

Evaluation of education, training, and experience as included in candidate's application

03/20/13

Current North Miami Employees must complete application with all work experience relevant to position applying for. In addition, copies of all documents requested must be submitted at time of application. Only information provided at time of application will be reviewed for eligibility. Personnel Administration will not review employee's personnel file or consider personal knowledge of applicant when determining eligibility.

Candidates must pass a background investigation and medical examination prior to employment. Per Federal law, we hire only U.S. citizens or lawfully authorized aliens who provide proof of their identity and employment eligibility.

VETERAN'S PREFERENCE will be given to eligible veterans and spouses of veterans as outlined in Florida Administrative Code 55A-7, Florida Statutes, Chapter 295 & Chapter 2003-42 Laws of Florida. Candidates claiming veteran's preference must present original or certified copy of DD214 and proof of disability dated within the last twelve (12) months (if applicable) at time of application.

REASONABLE ACCOMMODATION: Personnel Administration will make efforts to reasonably accommodate persons in the examination process. Please advise of special needs in advance by calling (305) 893-6511. The hearing impaired may call (305) 893-7936 (TTY line) for information.

APPLY IN PERSON: Personnel Administration, City Hall, 776 N.E. 125 Street, 8:00 am to 4:45 pm Monday through Friday. Applications available on the City website (www.northmiamifl.gov)

THE CITY OF NORTH MIAMI MAINTAINS AN ALCOHOL AND DRUG FREE WORKPLACE AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, GENDER, NATIONAL OR ETHNIC ORIGIN, AGE OR DISABILITY.

EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER.