



City of Newport News
700 Town Center Drive
Suite 200
Newport News VA 23606

Phone: 757-926-1800
Fax: 757-926-1825

“YOU WANT TO BE A PART OF THIS!”

CONTROLLER

What would a typical day on the job be like— what work would I do?

Do you enjoy overseeing processes and producing reports to track financials? Do you have a passion for details and numbers? Are you looking to make a meaningful impact on your local community? Well, this is the perfect opportunity for you!

The Controller is responsible for managing all accounting and accounts payable functions, while maintaining the City's financial accounting records in conformity with accepted principles of governmental accounting. In this position, you will be providing oversight of all functions to include Accounting, Payroll, and the Accounts Payable divisions. The Controller is responsible for evaluating vacancies, need to fill, and changing the division structures as needed.

A large function of this position is directing and participating in the planning, organizing and preparation of the City's Comprehensive Annual Financial Report (CAFR), including revenues and expenses, short and long-term capital and bond-funded Capital Improvement Project (CIP) plans, financial forecasts, operating reports, debt-service funding, grant funding, and making recommendations as necessary.

This position will require frequent communication and service to various stakeholders and departments, while maintaining confidentiality. It is important for the Controller to be continuously reviewing processes over the departments to enhance efficiency, streamline work processes, and improve productivity for the City.

How much money can I make?

The salary range for this career track is \$67k-\$116k, and is competitive based on qualifications and experience. In addition to salary, the City offers a comprehensive benefits package designed to meet all of our employee's needs!

What does career advancement and continuous development look like in this position?

This position has the opportunity for promotional movement within the Finance department and other departments within the City! You will have the opportunity to interact with Executive Management, City Council, and internal departments, and external stakeholders. This position will require continuous learning to stay abreast of changing regulations and legislative activities, participates in research, and stays up to date on certifications and professional development. We believe that long-term career growth is a key aspect of job satisfaction!

What are the qualifications for this position?

This position requires a Bachelor's Degree in Finance, Math, Statistics, Actuarial Science, or a closely related field and 5-7 years of increasingly responsible accounting experience or an equivalent combination of education and experience, including 3-4 years of supervisory experience. Master's Degree and Designation as a Certified Public Accountant (CPA) preferred.

An acceptable general background check to include a local and state criminal history check, and a valid driver's license with an acceptable driving record will also be required for the position.

Why should I work for the City of Newport News?

The City of Newport News is an organization committed to excellence in public service with strong communication and teamwork. As an established employer of choice in the Hampton Roads area, the City is also dedicated to maximizing employee potential. Join the City Newport News and embrace the City's values of "Commitment, Caring and Collaboration."

Other stuff that's good to know:

The City of Newport News offers a comprehensive benefits package to include a Virginia Retirement System defined benefit and defined contribution plan, medical, dental, vision, and a variety of wellness initiatives. We offer great training programs for new and current employees, competitive pay, and paid time off! Come join a team that treats you like family and emphasizes open communication!

TO APPLY:

If interested in learning more about this opportunity, including position requirements, and to apply visit www.nnva.gov/jobs.