



## **Superintendent of Finance & HR**

### **Darien Park District**

**Contact Name:** Stephanie Gurgone  
**Contact E-mail:** sgurgone@darienparks.com  
**Contact Phone:**  
**Closing Date:**  
**Salary:** \$85,000 + DOQ

#### **Description:**

##### Qualifications:

Bachelor's degree in accounting or finance from a four-year college or university; and a minimum of two years related experience and/or training; or equivalent combination of education and experience. Proficient in MS Word, Excel, and must have the ability to adapt, learn and understand various District software. Familiarity with MSI and Rectrac systems a plus. Must have proven knowledge and experience in government finance.

##### Summary of Duties:

The Superintendent directs the financial and personnel activities of the District, under the leadership of the Director. The Superintendent will manage the day to day financial operations of the District. In addition, will manage projects such as the annual budget, monthly financial reports, and annual audit, etc. In addition, this position is responsible for the overall management and day-to-day operations of the District's human resources functions.

##### Benefits:

In addition to an IMRF pension, we offer a generous benefits package including Medical, Dental, Vision and Life insurance.

Full job description available on [www.darienparks.com](http://www.darienparks.com)

Address: 7301 Fairview Ave

City, State, Zip: Darien, IL 60561

Contact: Stephanie Gurgone

Contact email: [sgurgone@darienparks.com](mailto:sgurgone@darienparks.com)

Email inquiries only.