



## **Accounting Manager (full-time, up to \$90,000/year)** Schaumburg Park District

**Contact Name:**  
**Contact E-mail:**  
**Contact Phone:**  
**Closing Date:**  
**Salary:** Up to \$90,000/year

### **Description:**

#### **ABOUT US**

The Schaumburg Park District is an award-winning public agency that provides its 80,000 residents with a wide variety of recreational facilities, programs, events, parks, and open spaces.

#### **JOB SUMMARY**

***Do you have a background in Accounting? Are you looking to do more than just Accounting?***

***Then this opportunity might be for you!*** We are seeking an experienced Accounting Manager to join the Park District finance team who will assist the Superintendent of Finance in overseeing all accounting operations, while also playing a crucial role in enhancing the District's analytical capabilities. In this position, you will help maintain the general ledger, prepare financial statements, complete tax filings, coordinate month-end closing procedures, and assist with the annual audit process. Additionally, you will help with cross-departmental collaborations aimed at developing and implementing strategies to improve financial processes and increase data-driven decision-making across the District. Join us in our mission to ensure the financial health of the Schaumburg Park District while driving enhancements through data-driven insights!

**LOCATION:** This position is located at Schaumburg Park District's Jerry Handlon Administration Building (235 E. Beech Drive, Schaumburg, IL)

**QUALIFICATIONS:** The ideal candidate will have a Bachelor's Degree in accounting, finance, or related field, strong analytical skills, and the ability to communicate complex financial information effectively. At least three (3) years of related experience required. CPA certification a plus.

#### **PAY, BENEFITS & WORK SCHEDULE**

This is a full-time year-round exempt position. **Target hiring range is up to \$90,000 per year DOQ** (depending on qualifications). Schedule is generally Monday – Friday from 8:30am – 5pm. Our full-time benefits package includes:

- **Free and/or discounted Park District classes, programs, events, and memberships for you and your family\*! (\*see definition\*)**
- Medical Insurance
- NEW! Zero Card

- Dental Insurance
- Vision Insurance
- FSA Healthcare
- FSA Dependent Care
- Basic Life Insurance
- Voluntary Life Insurance
- AFLAC Indemnity Plans
- IMRF Pension (Retirement, Disability, Life)
- 457 Retirement Plan (Nationwide)
- Paid Vacation, Personal Days, Floating Holidays, and Sick Time
- Employee Wellness Programs and Incentives
- Employee Recognition Programs

**APPLY NOW!**

Visit us at: <https://schaumburgparkdistrict.bamboohr.com/jobs>

**\*\* Position will be open until filled. \*\* Schaumburg Park District is an Equal Opportunity Employer. \*\***

*Keywords: park, parks, recreation, supervise, supervisor, supervising, manage, manages, manager, managing, management, administration, accounting, accountant, finance, financial, Certified Public Accountant, CPA, analytic, analytics, analytical skills, month-end closing, audit, general ledger, financial statements, data-driven decision making, tax filings, accuracy, precision, budget, budgeting, bookkeeping, compliance, reconciling, balance sheets, analysis, collaboration, financial reporting, collaboration, journal entry, Microsoft Office, Qwestica, Ariett*