



Finance Manager

Park District of Oak Park

Contact Name: Desiree Hines

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Closing Date:

Salary: \$65,000.00 - \$75,000.00 Salary

Description:

Job Opportunity: Finance Manager - Park District of Oak Park

Join the Park District of Oak Park as a full-time **Finance Manager**! We're looking for a dedicated professional to manage day-to-day accounting, budgeting, and cash management for the district.

Click here to view full job description!

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=349643&clientkey=41D8300184906117978771C10E755DC6>

Key Responsibilities:

- Oversee accounting systems including payroll, investments, and expenditure tracking.
- Assist in the preparation of the annual budget, tax levy, and financial reports.
- Supervise staff in accounts payable and payroll functions.
- Ensure compliance with financial reporting and audit processes.
- Manage cash flow, bank transactions, and investments.

Qualifications:

- Bachelor's degree in Finance, Accounting, or related field.
- 2+ years of supervisory experience in accounting or finance.
- Knowledge of governmental accounting principles.
- Strong communication and organizational skills.
- Proficiency in Excel and data processing.

Benefits:

- Competitive salary.
- Comprehensive health, dental, and vision insurance.
- IMRF pension, 457 plan, and more.

Apply Today!

The Park District of Oak Park is an Equal Opportunity Employer!