

Budget Manager

The City of Bristol Tennessee is seeking an experienced and highly analytical professional to serve as Budget Manager. The Budget Manager provides strategic leadership for and professional oversight of the City's budgeting, capital improvement planning, and forecasting. This position manages the development, monitoring, and execution of the City's annual operating and capital budgets in alignment with GFOA best practices and organizational priorities. The Budget Manager works closely with senior leadership, department directors, and other City staff to evaluate financial needs, analyze service-delivery costs, develop forecasts, identify organizational efficiencies, and translate complete financial information into clear recommendations.

Requirements include a Bachelor's Degree in Accounting or Business Administration with a concentration in Accountancy; supplemented by a minimum of seven (7) years' experience in budgeting, financial and performance analysis with progressive responsibilities in a municipality or a closely related field. A minimum of three (3) years of experience should involve complex budget development, financial forecasting, capital planning, and program evaluation. Must have strong knowledge of Microsoft Office programs, network, and other related software programs. Must have ability to multi-task, perform in a fast-paced environment, exercise sound judgment, and meet required deadlines. A Master's Degree in Accountancy, Business Administration or Public Administration; and/or a Certified Public Accountant (CPA), Certified Government Finance Manager (CGFM), Certified Municipal Finance Officer (CMFO), Certified Public Finance Officer (CPFO) with ten (10) years of progressively responsible municipal experience is preferred. Knowledge of Tennessee municipal finances, budgeting requirements, and governmental operations a plus. An equivalent combination of education, training, and experience may be considered. Must possess and maintain a valid driver's license.

The successful candidate can expect a competitive benefits package with an annual hiring range of \$75,165.59 to \$112,748.40. Salary offered will be dependent on qualifications. To read additional responsibilities and to apply for the position, candidates must complete an online application and upload a resume at:

<http://bristoltn.org/jobs.aspx>.

THE CITY OF BRISTOL TENNESSEE IS AN EQUAL OPPORTUNITY EMPLOYER. OUR GOAL IS FOR OUR WORK FORCE TO BE REPRESENTATIVE OF THE WORKING POPULATION OF BRISTOL, TENNESSEE. WE DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, CREED, NATIONAL ORIGIN, SEX, AGE, VETERAN STATUS, SEXUAL ORIENTATION, DISABILITY, RELIGION OR ANY OTHER CLASS PROTECTED BY FEDERAL OR STATE LAWS AND REGULATIONS IN ALL MATTERS PERTAINING TO EMPLOYMENT AND PROMOTION; WE WILL NOT TOLERATE DISCRIMINATION ON THE PART OF MANAGERS OR SUPERVISORS. WOMEN, MINORITIES AND THE DISABLED ENCOURAGED TO APPLY. ALL APPLICANTS SUBJECT TO BACKGROUND CHECK, PHYSICAL EXAMINATION AND DRUG SCREENING.