



## OHIO RIVER VALLEY WATER SANITATION COMMISSION

### Director of Finance & Administration

ORSANCO has an exciting opportunity for an individual to direct all financial, accounting and administrative functions for the organization. This director level position, reporting to the Executive Director, is ultimately responsible for all accounting activities and financial reporting including financial reporting for federal and state grants. The position will also provide direct supervision of staff relating to administration, finance, information technology, human resources and facility management.

#### Education and Experience Requirements:

- Minimum of a BS degree in accounting, finance or business administration. Master's degree a plus.
- CPA or passing the CPA exam a plus.
- Minimum of five years experience in hands-on accounting duties.
- Practical experience using accounting software
- Experience accounting for federal and state grants a plus.
- Experience with or reasonable knowledge of human resources and information technology functions a plus.
- Demonstrated ability to effectively supervise staff.
- Ability to prepare all financial reports as required.
- Ability to verbally present financial reports to the Commission, staff, and outside groups.

Starting salary approximately \$81-101K plus full benefits package.

For more details go to [www.orsanco.org/](http://www.orsanco.org/)

E-mail cover letter and resume to [employment@orsanco.org](mailto:employment@orsanco.org) by December 1, 2023.