

BUDGET DIRECTOR – CHAUTAUQUA COUNTY GOVERNMENT
DEPARTMENT OF FINANCE

The Chautauqua County Department of Finance seeks to fill the position of Budget Director in the Mayville, NY office. This position is Full-Time (40 hours/week), Monday through Friday with some attendance required at monthly evening meetings and the potential of occasional telework. The Budget Director has the responsibility for the formulation of policies, procedures, and methods for preparation and administration of Chautauqua County's annual budget, as well as the direct dealings with department heads during the County's budget preparation. This position may include the supervision of other fiscal staff on a task force basis for special or complex projects. Salary commensurate with experience.

Chautauqua County Offers A Comprehensive Benefits Package Which Includes:

- Health Insurance (including Dental & Vision plan)
- Health Savings Account (partially funded by the County)
- Flex Spending Account
- NYSLERS Pension
- Eligible for Federal Public Service Loan Forgiveness
- 13 Paid Holidays
- Vacation & Sick Time
- Personal Days
- NYS Deferred Compensation
- Wellness Program

Minimum Qualifications: Requires ***EITHER*** graduation with a Bachelor's degree in Accounting, Finance, Business Administration, Public Administration or a related field PLUS six (6) years of experience in complex accounting, budgeting, or financial report preparation; ***OR*** Graduation with an Associate's degree in Accounting, Computer Science, Business Administration or related field PLUS eight (8) years of experience.

Application Process: Interested candidates must complete an original Chautauqua County Government Application for Employment/Examination available on the county's website: chggov.com and ***return it, along with a copy of college degree/transcript,*** to Chautauqua County Department of Human Resources, Gerace Office Building – Room 144, 3 North Erie St, Mayville, NY 14757 or email completed application (including signature) to Countyemploy@chggov.com

Chautauqua County Government is an Equal Opportunity Employer