

# CHIEF FINANCIAL OFFICER (CFO)

## NORTH TAHOE PUBLIC UTILITY DISTRICT POSITION BASED IN TAHOE VISTA, CA

The North Tahoe Public Utility District (NTPUD) is seeking an experienced Chief Financial Officer (CFO) to join our executive team and drive our financial strategy forward to serve our vibrant and healthy community in North Lake Tahoe.

As a key member of the District's Senior Management Team, the CFO will oversee all financial operations and ensure the long-term fiscal stability and transparency of the District. This position requires a strategic thinker with a deep understanding of financial management, governmental accounting, and business operations. The CFO works collaboratively with all departments, managing both operating and capital budgets and ensuring financial stability throughout the District. The successful applicant will support the District and management team placing an emphasis on financial transparency for all transactions and public reporting.

Reporting to the General Manager/CEO, this position directs the operations of the District's Finance, Accounting, and Customer Service Departments. Areas of responsibility include, but are not limited to - budget development and administration, financial transaction processing, recordkeeping and reporting, payroll, utility billing, purchasing, accounts payable, auditing, investment, and financial systems software.

The CFO shall carry out the functions of the Accountant defined in the California Public Utilities Code Sections 16111(b) and 16112 as appointed by the Board of Directors of the North Tahoe Public Utility District. This position will regularly prepare, present, and discuss financial information to the District's Finance Committee and Board of Directors.



**Position Details and Application Process Available at [www.ntpud.org/jobs](http://www.ntpud.org/jobs)**

### ABOUT THE DISTRICT

The NTPUD is a California Special District that provides water, wastewater, and recreation services to the residents and visitors of North Lake Tahoe.

The District's 2024/25 Annual Operating Budget is approximately \$20 million, with a Capital Budget of \$6 million.

The District maintains 5,524 wastewater connections and 3,828 water connections, and owns and operates the North Tahoe Regional Park, the Tahoe Vista Recreation Area, and the North Tahoe Event Center.

### OUR VISION

*Is that North Lake Tahoe is a vibrant and healthy community where we optimize our resources for the greater good and protect our environment for generations to come.*

### CORE VALUES

*NTPUD's leadership core values are our essential and enduring tenets — a small yet mighty set of guiding principles that inform how we make decisions.*

- Collaboration
- Accountability
- Respect
- Excellence
- Stewardship

### OUR MISSION

*To serve North Lake Tahoe by providing exceptional water, wastewater, and recreational resources.*



# CHIEF FINANCIAL OFFICER (CFO)



## POSITION QUALIFICATIONS:

- Ability to provide complex financial support and advice in line with District goals and objectives.
- Knowledge and experience with all aspects of CA Special District and governmental accounting, financial functions and reporting according to General Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB).
- Ability to direct and oversee coordination of annual budget preparation and capital improvement plan.
- Ability to prepare monthly financial statements and prepare highly complex financial reports as needed while presenting information in a clear and understandable way to the community.
- Ability to oversee annual audit with outside auditors.
- Knowledge of investment strategies and cash flow management.
- Ability to oversee maintenance and/or improvements of all procedures and systems of finance, accounting and payroll administration for the District.
- Ability to analyze situations accurately and develop an effective course of action.
- Outstanding communication and listening skills.
- Ability to select, train, and motivate department personnel.

## DESIRED EDUCATION & EXPERIENCE:

- Bachelor's degree from an accredited college or university in accounting, finance, or related field. Certified Public Accountant and/or Masters in Business Administration preferred.
- Five (5) years of increasingly responsible experience in administering the fiscal operations of a public agency or private organization, including three years of administrative, supervisory and management responsibility. Utility experience preferred.

## COMPENSATION & BENEFITS

The annual Six-step wage range is **\$183,414.40 to \$234,000.00.**

The District offers an outstanding benefits package, including:

- CalPERS pension program
- District-paid premiums for medical, dental, and vision insurance for employee and dependents
- \$3,500 annual contribution to HRA
- 12 paid holidays per year
- Paid time-off (sick, administrative, vacation)
- Long-term disability insurance
- Group life insurance
- Car and phone allowance

## HOW TO APPLY

First review of application packages will be **Monday, December 2, 2024 at 9 a.m.**

Submit a District application (available at [www.ntpud.org/jobs](http://www.ntpud.org/jobs)), resume, and cover letter to [hr@ntpud.org](mailto:hr@ntpud.org) - or mail to North Tahoe PUD, Attn: Human Resources, PO Box 139, Tahoe Vista, CA 96148

Additional inquiries may be made by contacting Kim Harris, Human Resources Manager at (530) 553-5413 or [hr@ntpud.org](mailto:hr@ntpud.org)

This position is open until filled.

*This recruitment will be handled in the strictest confidence, and no contact will be made with employers or references until permission is granted by the applicant. Finalists will be asked to provide references, if none are included in the initial application. Selection process will include a panel interview, site visit, and background investigation.*

