



**WEST WENDOVER, NEVADA  
Now Recruiting For a  
CHIEF FINANCIAL OFFICER**

The City of West Wendover is seeking to fill an immediate vacancy for the City's Chief Financial Officer to serve as the Department Head of the Finance Department. The ideal candidate will be responsible for the supervision of full-time accounting staff, while performing a wide variety of complex professional accounting duties. The incoming CFO will prepare, analyze and maintain financial records, reports and programs for the City including appropriate filings with State and Federal agencies. Responsibilities include utility billing, purchasing, payroll, accounting, auditing, budgeting, program monitoring and reports and investment of City funds. The selected candidate will be an experienced individual who will be responsible for monitoring revenues and expenditures, perform cost control activities, prepare annual budgets and augmentations and assure that all areas are performing within the budget. The selected candidate will have a combination of training, education, and practical experience that may include: graduation from an accredited four-year college or university with a degree in Accounting, Finance, Business, Public Administration, or a closely related field, and five (5) years of progressively responsible municipal finance or private finance employment at a management level and/or a combination thereof. Expertise and practical financial experience within the public sector or a large business is highly desirable. A CPA Certification is also highly desirable. The starting pay range for this position is currently up to \$110,920 annually, DOQ/DOE with annual salary merit increases determined by performance; The City of West Wendover offers a full range of benefits including: 11 Paid Holidays, Vacation/Personal Leave beginning at 20 days per year and increasing with years of service, Sick Leave with no maximum accrual limits at 80 hours per year, 100% Employer Plan Contribution with the Nevada Public Employees Retirement System (Nevada PERS) with vesting at 5 years, Longevity Pay, Merit Pay Increases, City provided Health Insurance Plan for employee with two-party and family options and an additional 457 retirement investment plan available.

**If you are interested in this outstanding opportunity, please go to:  
[westwendovercity.com/jobs](http://westwendovercity.com/jobs)**

**Please review the full position job description covering all duties, responsibilities and requirements. Completed applications and accompanying resumes must be received by:**

**Human Resources, City of West Wendover, 1111 N. Gene L. Jones Way, West Wendover, Nevada by 4:30pm (Mountain Time) Monday December 5, 2022.**

**Feel free to contact Mr. Chris Melville, City Manager at (775) 664-3081 should you have any questions.**