



A COMMUNITY-OWNED UTILITY

64001 Columbia River Highway
Deer Island, OR 97054

TO: Applicants for Accounting & Finance Supervisor

FROM: Sonia Wendelschafer, Human Resources Manager

DATE: December 4, 2017

Post Office Box 1193
St. Helens, Oregon 97051

Phone: (503) 397-1844
Fax: (503) 397-5215
Web: www.crpud.net

Enclosed is our application packet for you to complete.

Job Summary and Description: Attached

Education and Experience:

Required:

- Bachelor's degree in Business, Accounting, Finance, or related field from an accredited college or university; or an equivalent combination of experience and training.
- A minimum of eight (8) or more years of progressive experience in one or more of the following financial areas: Accounting, Finance Controller, or Auditor including five (5) or more years as Accounting Manager, Accounting Supervisor, or Finance Manager.
- Significant progressive knowledge and experience of generally accepted accounting principles, GASB, accounting systems, and cost analysis.
- Utility industry experience.
- Valid driver's license. Other driving-related requirements may apply depending on the nature and scope of responsibilities associated with driving on behalf of CRPUD.

Preferred:

- Master's degree in business related field from an accredited college or university.
- Working knowledge of the utility industry, including five (5) or more years in a leadership role. Experience in governmental accounting or treasury.
- Certification in one of the following: Certified Public Accountant (CPA), Certified Management Accountant (CMA), or Certified Government Finance Officer (CGFO), or similar certification.

Salary Range: \$81,619 - \$116,417 per year depending on qualifications

To Apply: You may visit our office in Deer Island to pick up an application packet, call our job line at (503) 397-8159 to have an application packet mailed to you, or download a complete application packet on our website at www.crpud.net/jobs.

The following documents **must be returned** to the Human Resources Department by mailing to: P.O. Box 1193, St. Helens, OR 97051, faxing to (503) 397-5215, or emailing to jobs@crpud.org in order to be considered for this position:

- Employment Application
- Your responses to the Supplemental Questionnaire
- Official copies of your transcripts/diplomas, certificates, and any additional information you'd like us to consider.
- Veteran's Preference Form and Supporting Documentation

Due Date: Open until filled

Incomplete and/or late applications will not be considered.

If you require accommodation to participate in our application process, please contact Human Resources at (503) 397-1844. Columbia River PUD is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, mental or physical disability, age, veteran status, marital status, or any other protected status or activity in accordance with applicable law. Veteran's preference is available by completing the Veteran's Preference Form and providing the required supporting documentation.

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Board of Directors
 Jake Carter
 Rob Mathers
 Craig Melton
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 John Nguyen

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