

Welcome to SANDY



Dear Colleague,

GMP Consultants is assisting the **City of Sandy, Oregon** in finding a **Finance Manager**. Perhaps this is the right time in your career to consider this exciting opportunity. If not, would you please pass this on to others who may be interested?

Thank you for your consideration and assistance.

Greg M. Prothman, GMP Consultants
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WHY APPLY?

This is a unique career advancement opportunity for an individual who has the qualifications and experience to perform the duties of a Finance Manager but aspires to be a Finance Director for a full-service city. The Finance Manager will perform a wide variety of finance and accounting functions for the City, including the day-to-day supervision of the Finance Department. The City Manager will establish a competency training program, lasting one to two years, that will allow the individual to transition to a director position, ultimately serving as a member of the City's Senior Leadership Team and the position will be placed in a new Director salary range. Sandy, Oregon, is a full-service city in a community with a small-town feel just outside the Portland metro area. In 2023, the City Council appointed the City's former Finance Director to be the new City Manager. If you are looking for a one-of-a-kind in-house career advancement opportunity—this may be the right fit!

THE CITY OF SANDY

The City of Sandy operates under a Council-Manager form of government with a biennial budget of \$127.6 million and a team of 83 FTEs. The Council is composed of the Mayor and six City Council members, all elected at-large. The Mayor serves a two-year term and the Council members serve four-year terms.

In addition to the traditional General Fund services, the City operates water, sewer, wastewater and fiber optic (SandyNet) utilities, library, transit, and municipal court. The City also has an Urban Renewal Agency and the Finance Manager is key in supporting the Agency's budget and financial operations.



THE FINANCE DEPARTMENT

The Finance Department serves the public and internal customers by receipting and disbursing financial resources, accurate and timely recording of all financial activity, accounting for fixed assets, monitoring financial compliance with various federal, state, and local requirements and providing support to City departments in areas of financial management. The Department operates with a biennial budget of \$596,000 and a team of 3.5 FTEs. General responsibilities of the Finance Department include, but are not limited to, accounts receivable and payable, auditing, budgeting, financial reporting, municipal court, payroll, risk management, and utility billing.

THE FINANCE MANAGER

Reporting to the City Manager, the Finance Manager performs specialized work involving the financial and accounting functions of the City. The Manager manages collection, custody, and disbursement of City funds, manages annual audits, assists with financial and strategic planning for the City, assists with the biennial budget preparation and conducts special projects as assigned by the City Manager. Clear and concise communications with public and staff on financial matters and concerns is expected. The Manager also supervises the day-to-day operations of Utility Billing, Accounts Payable/Accounts Receivable, and Municipal Court staff.



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Salary Range: **\$87,240 - \$113,631** with a 3.7% COLA in July

First Review: **Open Until Filled**

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