



Controller
City of Austin Employees' Retirement System
Austin, Texas
Apply by email - recruiting@coaers.org

Reporting to the Chief Financial Officer, this full-time position is responsible for the organization's financial statements; coordinates and prepares financial data for the COAERS' Comprehensive Annual Financial Report; is responsible for payment of monthly retiree payroll and benefit payments; facilitates annual financial statement audits; is responsible for internal accounting, financial data, and controls; responsible for staff payroll and accounts payable, is responsible for tax compliance; responsible for GASB and GAAP compliance; responsible for organizational controls, and is responsible for operational banking.

Salary

The starting salary range will be \$135,000 to \$155,000 annually with the actual salary corresponding to the experience level and other credentials of the candidate.

Benefits

An excellent benefits package is available, including immediate participation in the City of Austin Employees' Retirement System. Employer subsidized comprehensive medical insurance also available immediately. Dental, vision, and other benefits available. Paid on the job training provided.

Vacation/Sick Leave

Paid sick and vacation leave immediately accrue at 7 hours per pay period.

Work Location

Initial training period requires onsite work at 4700 Mueller Boulevard in Austin Texas Monday through Friday 8AM to 5PM. Paid onsite parking is provided. Post training, work is hybrid with three days working at 4700 Mueller in Austin Texas and two days remote. Work location is subject to change.

Minimum Skill/Ability/Knowledge

Employee supervision and training, large payroll distributions, generally accepted accounting principles; government accounting standards board statements; internal financial controls, fraud prevention and detection, principles of cash management; banking, IRS practices and procedures; audit procedures; retirement plan policies; word processing, accounting software; and computers.

Minimum Experience and Education

CPA and an accounting or related bachelor's degree, plus ten years of experience or any equivalent combination of education and experience that provides the required knowledge, skills, and abilities.

How to Apply

Those who are interested should submit a resume, and cover letter, by email to recruiting@coaers.org. The subject line should read Controller - [First Name Last Name].

The recruitment will remain open until the position is filled. COAERS does not discriminate in employment opportunities or practices on the basis of any characteristic protected by federal law.