



Forest Lake

AS GOOD AS IT SOUNDS

EMPLOYMENT OPPORTUNITY

POSITION: **Manager of Accounting and Utility Billing**

This position is responsible for direction and supervision of all aspects of utility billing and related customer service. Direction and supervision of accounting related functions, such as accounts payable, cash receipting, project management, and payroll. Assist with the preparation of various workpapers for the external audit. Assist with the budget preparation and budget monitoring.

Salary Range: \$ 77,974.85 - \$ 97,468.56 annually

Education and

Experience: Four Year Accounting degree. CPA is desirable.

TO APPLY: Applicants must apply using the [city's employment portal](#) and submit a completed city employment application, letter of interest, resume, and other materials they would like to submit for consideration.

DEADLINE: Applications must be received by Friday March 5, 2021 at 3:30 pm.

CITY OF FOREST LAKE

1408 Lake Street South, Forest Lake, MN 55025 • 651-464-3550 • 651-464-4968 fax • www.ci.forest-lake.mn.us