

# Fairfax County Government

## Finance Manager

### Salary

\$94,248.34 - \$164,934.64 Annually

### Location

FAIRFAX (FH22), VA

### Job Type

FT Salary W BN

### Job Number

25-00668

### Department

Housing & Community Dev

### Opening Date

03/15/2025

### Closing Date

4/4/2025 11:59 PM Eastern

### Pay Grade

M01

### Posting Type

Open to General Public

**To apply:** <https://www.governmentjobs.com/careers/fairfaxcounty/jobs/4863178/finance-manager?keywords=finance%20manager&pagetype=jobOpportunitiesJobs>

Make a difference – join our team to empower communities and build futures!

The Fairfax County Department of Housing and Community Development (HCD) works in partnership with the Redevelopment and Housing Authority to serve the people of Fairfax County by creating housing opportunities to promote inclusive and thriving communities. Help make our vision of a community everyone can afford to call home a reality!

Under the direction of Housing and Community Development's Central Services Division Director, this position executes the financial operations of HCD and the Fairfax County Redevelopment and Housing

Authority (FCRHA).

This position is responsible for the coordination, preparation, and audit of the Annual Comprehensive Financial Report for the FCRHA including over ten component units, Schedule of Expenditures of Federal Awards (SEFA), and HCD single audits. Coordinates the preparation and submissions of the agency's various budget processes including HCD, FCHRA, and Property Portfolios with thorough financial analysis and review, ongoing monitoring and reporting. Oversees procurement, accounts receivable, accounts payable, and treasury functions.

Participates in the development of financial policies, procedures and practices for the agency. Ensures agency compliance with local, state, and federal regulations and guidelines maintains complex accounting records related to agency operating; capital and personnel budgets in compliance with Generally Accepted Accounting Principles (GAAP); Government Accounting Standards Board (GASB) regulations; Financial Accounting Standards Board (FASB) regulations; U.S. Department of Housing and Urban Development (HUD) guidelines; and the Fairfax County policies, standards and guidelines. Oversee grant financial management and reporting to Federal or State funding entities. Supervises and coordinates the activities of the Financial Specialist IV team leads and other staff as determined by the Central Services Division Director. Trains and mentors staff, supporting coordination of financial management and planning imperative to the delivery of service.

Read about [Fairfax County Department of Housing and Community Development](#) and review the Fairfax County Redevelopment and Housing Authority [Annual Report](#).

We are committed to the [One Fairfax Policy](#) by intentionally considering equity when making policies, delivering programs and services, considering diverse ideas and perspectives, and communicating with transparency in the decision-making processes.

Fairfax County Government offers a thriving career and workplace culture. Learn more about [working for Fairfax County Government](#).

## **Employment Standards**

### **MINIMUM QUALIFICATIONS:**

[Any combination of education, experience, and training equivalent to the following:](#)

*(Click on the aforementioned link to learn how Fairfax County interprets equivalencies for "Any combination, experience, and training equivalent to")*

Graduation from an accredited four-year college or university with either a bachelor's degree in accounting, business administration, public administration, public policy or related field; plus, five years of professional-level experience in finance, business administration, budgeting, or contract management, to include 2 years of supervisory experience. A master's degree in a related field or CPA may substitute for 1 year of experience.

### **NECESSARY SPECIAL REQUIREMENTS:**

The appointee to this position will be required to complete a criminal background check and credit check

to the satisfaction of the employer.

### **PREFERRED QUALIFICATIONS:**

- Bachelors Degree in business administration, finance, accounting or related field.
- Certified Public Accountant (CPA), Certified Government Finance Officer (CPFO), or Certified Government Financial Manager (CGFM).
- Seven to ten years of progressive experience in the field of accounting, finance or budget, preferred in a governmental setting.
- Five years experience in complex operating and capital budget development in municipal government.
- Five years supervisory experience, particularly in local, state, or federal government.
- Experience with application of accounting standards including GASB and FASB, and governmental financial reporting with component units.
- Experience presenting recommendations and reports to senior management.
- Experience with annual and multi-year budget and financial projections and plans, with multiple programs or funding streams.
- Experience working with federal funding and grants.
- Experience with enterprise financial systems (such as FOCUS (SAP)) and systems for downloading and creating management reports.

### **PHYSICAL REQUIREMENTS:**

Ability to read information on a computer monitor; effectively communicate; operate keyboard-driven equipment and computer. Work is generally sedentary in nature; however, incumbent is required to frequently move about to perform office work such as accessing files, attending meetings, making presentations, operating general office equipment, and performing other essential job duties; may be required to move items up to approximately 15 pounds in weight. All duties performed with or without reasonable accommodations.

### **SELECTION PROCEDURE:**

Panel interview and may include exercise.

The population of Fairfax County is very diverse where 38.7% of residents speak a language other than English at home ([Spanish, Asian/Pacific Islander, Indo-European, and others](#)) and we encourage candidates bilingual in English and a foreign language to apply to this opportunity.

**Fairfax County Government prohibits discrimination on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, disability,**

**sexual orientation, gender identity, genetics, political affiliation, or military status in the recruitment, selection, and hiring of its workforce.**

Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. TTY 703-222-7314. [DHREmployment@fairfaxcounty.gov](mailto:DHREmployment@fairfaxcounty.gov) EEO/AA/TTY.