

# **Chief Financial Officer – Athens, GA**

## **Athens Housing Authority seeks a Chief Financial Officer**

**Position Title:** Chief Financial Officer

**Position Location:** Athens, Georgia

**Salary Range:** No minimum salary specified – no maximum salary specified

**Work Schedule:** Full-Time

**Status:** Regular Position

**Deadline for Submitting Application:** Open Until Filled

**Qualified candidates should email a cover letter, salary requirements, and detailed resume to:** Carol Kirchman [kirchman@athenshousing.org](mailto:kirchman@athenshousing.org) [No phone calls please.]

Athens Housing Authority (“AHA”) is currently seeking qualified applicants for the position of Chief Financial Officer (“CFO”). This highly responsible position provides leadership in instituting financial integrity, safeguarding the assets of the AHA, and promoting organizational accountability. The CFO reports to the Chief Executive Officer (“CEO”) and is responsible for all aspects of financial management, accounting, payroll, purchasing, risk management, benefits administration, compliance reporting, and tax reporting. Duties require thorough knowledge of current accounting techniques, the policies and procedures of the AHA, and the accounting and reporting requirements of the U.S. Department of Housing and Urban Development (“HUD”). Performance of the duties also requires the application of executive skills and excellent judgment and decision-making ability. Work is performed under the general supervision of the CEO and is evaluated through independent audits required by HUD.

A detailed position description will be posted soon at:

<https://athenshousing.org/business/employment.php>