

The Division of Local Government Services has awarded the City of Newark \$10 million of Transitional Aid and, on October 8, 2014, the New Jersey Local Finance Board placed the City of Newark under state supervision, pursuant to N.J.S.A. 52:27BB-54 et. seq (the Supervision Law). Transitional Aid and the Supervision Law authorize the Division and/or Local Finance Board to exercise considerable oversight to help ensure improvements in the City's financial position. To that end, the Division of Local Government Services is seeking qualified candidates to serve as a State representative to oversee the City's Department of Finance to help provide oversight in the areas of budgeting, accounting financial reporting, and compliance with various finance laws and sound financial practices. Interested and qualified candidates are asked to submit resumes to [dlgs@dca.state.nj.us](mailto:dlgs@dca.state.nj.us) by no later than November 26, 2014.

Specific expertise is required in municipal or county government as a Registered Municipal Auditor/CPA or Certified Municipal or County Finance Officer. Significant experience in a large municipal government in an urban setting is preferred. Responsibilities will be performed under the auspices of, and cooperation with, a City Monitor who has separately been designated by the Director of the Division. Responsibilities will generally involve oversight of Newark financial practices, including, but not limited to:

- Supervising of the Department of Finance and its employees;
- Discussing with the Director, and Newark officials or governing body members under the direction of the Director, findings and recommendations for improvement; and
- Working with Newark officials and employees to advance financial capacity improvements as may be needed;
- Supervising the preparation of the Annual Financial Statement; and
- Supervising monthly cash reconciliations for all funds to ensure cash and general ledger are in balance; and
- Reviewing encumbrances, disbursements payroll and other financial transactions to ensure they are done appropriately and in accordance with law and oversight parameters; and
- Reviewing operating budgets, capital budgets, purchasing procedures, preparation of analyses and audits of accounts, vouchers, and other records and making recommendation with respect to same; and
- Preparing statements concerning the financial condition of the City as requested by the Director and or City Monitor; and
- Reviewing proposed staffing and services for the Department consistent with the needs of the City Monitor.

Salary Range: \$85,000 to \$130,000

The Division and State of New Jersey is an affirmative action, equal opportunity employer.