



The City of Ogdensburg is recruiting
for the position of:

City Comptroller

Final Filing Date:

OPEN UNTIL FILLED



330 Ford Street / Ogdensburg, NY 13669 / 315-393-6100

City of Ogdensburg Employment Opportunity

Position:

City Comptroller

Open Until Filled

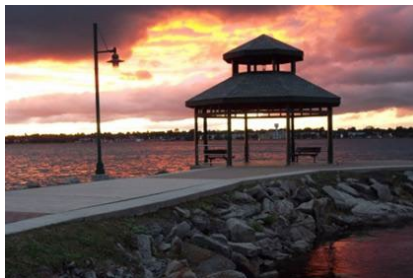
The City of Ogdensburg, New York is situated in Northern New York on the St. Lawrence River in close proximity to the Adirondack Mountains and Lake Placid. The City is a major shipping port for the Great Lakes and is located approximately one hour from the Canadian Capital City of Ottawa, three and a half hours from Montreal, and two hours from Syracuse and one hour from Watertown and Fort Drum, New York.

Incorporated in 1868, Ogdensburg adopted the Council-Manager form of government in 1970. The City's total budget for 2022 is \$18.556 million, with a General Fund budget of \$13.183 million. The 2023 budget is currently under development.

The City maintains excellent operations in all areas has a seasoned and professional team of Department Heads. The City is currently undertaking several exciting projects which are creating a positive atmosphere throughout the organization and in the community. Among these include: waterfront development, housing improvements, brownfield cleanup, water and sewer infrastructure, and others.

The Position

The next City Comptroller will be expected to be a team oriented, accessible leader, who entrusts and appreciates the City staff for their contributions. Building positive relationships with community organizations and other service providers will be a primary activity. The City Comptroller is expected to be a leader in economic development with local organizations and New York State. Attending events and being active in the community will be a key to success.



Qualifications and Experience

Graduation from an accredited college or university with a bachelor's degree in Accounting, Finance or a directly related field with 18 semester hours in Accounting or Finance, plus a minimum of five years of municipal finance experience of which three years are in a supervisory role related to the responsibilities of the position, or an equivalent combination of education, training and experience, provided that the minimum degree requirement is met or any equivalent combination of training and experience that is acceptable to the City Manager and City Council that the individual can effectively and efficiently perform the duties of the position. Experience should demonstrate the ability to develop operating budgets and a broad knowledge of all facets of municipal financial administration.

Salary and Benefits

The salary range is \$92,000 - \$125,000 with a full package of fringe-benefits, negotiable within range based upon experience and skills. The City will negotiate a professional employment agreement.

Application Process

If you are interested in pursuing this career opportunity, please submit the following required materials (forms available at <http://www.ogdensburg.org>):

- A cover letter expressing your interest in the position
- A resume that illustrates your qualifications for the position
- Completed and signed Employment Application for the position

Please submit application and materials to:

City Clerk Cathy Jock
330 Ford Street, Room #4
Ogdensburg, NY 13669

The information contained herein is subject to change and does not constitute either an expressed or implied contract. At the time of appointment, a candidate must be a U.S. citizen or a permanent resident alien who is eligible for and has applied for citizenship.

The City of Ogdensburg is an Equal Opportunity Employer.

