

FEDERATION POSITION POSTING

HUMAN RESOURCES WILL BEGIN INTERVIEWING FOR THE FOLLOWING POSITION:

DEPARTMENT

Finance

POSITION

Director of Finance

LEVEL

17

JOB POSTING DATE

April 22, 2024

SUMMARY OF JOB DESCRIPTION

Directs daily work of Finance Department for Arkansas Farm Bureau Federation, Farm Bureau Building, Inc., and affiliates. Coordinates and directs personnel involved in detailed accounting entries, journal, and ledger summaries. Prepares preliminary financial statements of all companies. Oversees county records program and affiliated companies. Reviews general ledger account reconciliations of all companies.

QUALIFICATIONS

Bachelor's degree in Accounting or Finance. CPA Certificate required.
Five plus (5+) years of accounting experience with demonstrated progression of responsibility.
Three plus (3+) years of supervisory experience.
Ability to supervise/manage personnel while maintaining a professional image and demeanor.
Ability to meet and manage time restrictions while accomplishing multiple tasks.
Proficient oral and written communication skills, including technical writing.
Five plus (5+) years of Farm Bureau experience or two plus (2+) years of public accounting experience.
Problem solving skills.
Proficient PC skills to include use of various software packages.
Payroll experience.
Valid AR Driver's License with acceptable driving record.

**QUESTIONS OR INQUIRIES SHOULD BE DIRECTED TO
THE HUMAN RESOURCES DEPARTMENT**

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