

The Wakulla County Board of County Commissioners is seeking qualified applicants for a full time Budget Manager Position. This position will work directly for and closely with the County Administrator to perform all aspects of the county budget development, management and internal review processes for all entities of Wakulla County.

Minimum Qualifications

Graduation from an accredited college or university with a Bachelors Degree in accounting or a related discipline and (5) years of professional experience in budgeting work with a large government entity; preferably with a Florida county budget office; or an equivalent combination of education, training or experience. A Master in Public Administration or Financial Management is preferred and may offset up to two years of the required professional experience.

Knowledge, Skills and Abilities

Knowledge of Governmental Accounting, Auditing and Financial Reporting practices and procedures; preferably Florida County Budget procedures.

Ability to plan, assign, and supervise the work of subordinates and other staff at all levels of county government.

Ability to establish and maintain effective working relationships with several Constitutional Officials, the departments under the County Administrator, and all County Employees.

Ability to translate budgetary principles, policies and practices into a coordinated system of budgetary reporting and compliance.

To apply, send a Wakulla County application to Human Resources, P.O. Box 1263, Crawfordville, FL 32326. Applications may be obtained by visiting our website at www.mywakulla.com or at the County Administrator's office. If you have questions, you may contact the County Administrator's office at 850-926-0919. Drug screening is required. Veteran's preference will be given to qualified applicants. Wakulla County is an Affirmative Action/Equal Opportunity Employer. **The position is open until filled. Salary will be based on qualifications and experience.**