

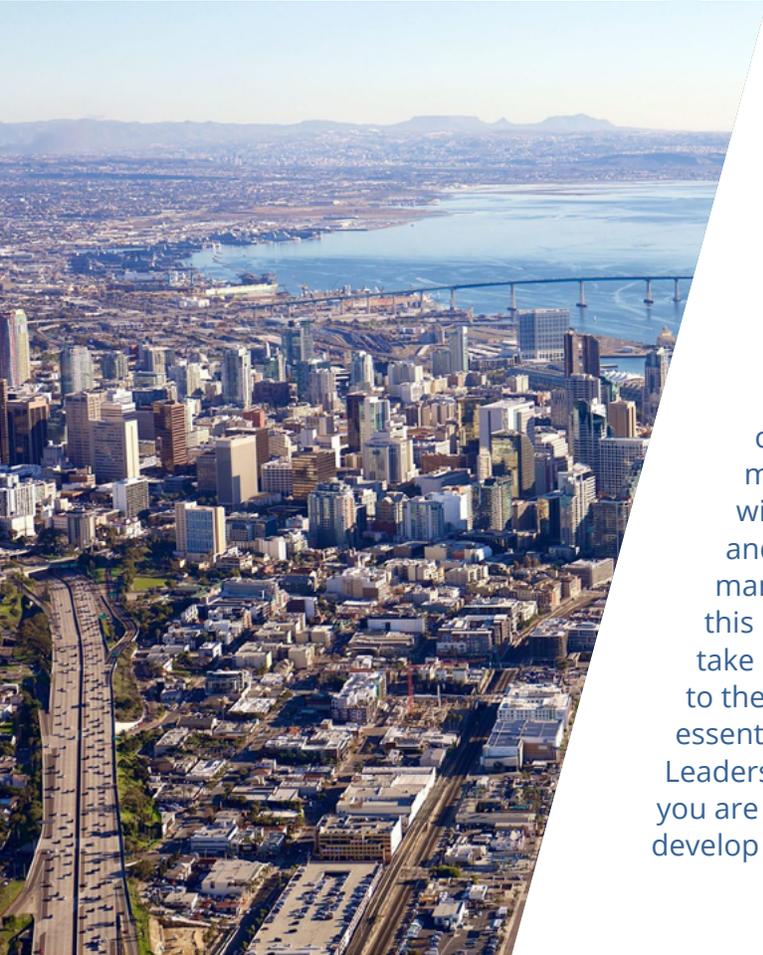
# DIRECTOR OF FINANCIAL SERVICES

PORT OF SAN DIEGO—  
FINANCIAL SERVICES  
SAN DIEGO, CALIFORNIA

\$115,935–\$173,903 DOE/DOQ



CAREER  
OPPORTUNITY



**T**HE PORT OF SAN DIEGO IS SEEKING A **DIRECTOR OF FINANCIAL SERVICES (DIRECTOR)**, who will oversee the activities of the Financial Services Department, a department staff of 22 and a budget of \$5.8 million, and development of the Ports annual budget of \$200 million and all financial reporting, including the Annual Comprehensive Financial Report (ACFR). The Director will have a diverse background in internal controls, sophisticated reporting, and process management and use their leadership expertise. They will possess exemplary communication, problem solving, and critical thinking skills and serve as a steadfast project manager with a “can-do” attitude. The ideal candidate for this role is someone who can think outside of the box and take a proactive approach toward leading the Department to the next level! Having relationship-building skills is essential, as this role regularly interacts with Executive Leadership, other departments, and outside organizations. If you are eager to lead a technically skilled team and further develop the services the Department offers, apply now!



# THE COMMUNITY

**T**HE CITY OF SAN DIEGO is located on the Pacific coast of California, south of Orange County, and adjacent to the Mexico–United States border, making it a prime location with oceanside activities, diverse culture, and a unique economy. The City is home to approximately 1.4 million residents living across the area's 372 square miles—including 93 miles of shoreline and 31 beaches, making whale watching, surfing, and kayaking popular pastimes in this area.

San Diego is a worldwide vacation destination due to its pleasant year-round climate, gorgeous views, and vibrant culture. Locals enjoy day trips to Baja California where they soak up authentic Mexican cuisine, bustling markets, bold, colorful artwork, and thought-provoking museums. The City features the 100-acre San Diego Zoo, San Diego Air & Space Museum, Birch Aquarium, and countless amusement parks. San Diego is a year-round hideaway for beachgoers, art enthusiasts, nature lovers, and families.



# THE PORT OF SAN DIEGO

**T**HE PORT OF SAN DIEGO manages San Diego Bay and 34 miles of its beautiful, natural waterfront for the people of California. The Port was established in 1962 under the Port Act and is charged with implementing the Tidelands Trust Doctrine. The Port of San Diego is the fourth largest of the 11 ports in California. For over 50 years, the Port's five member cities—Chula Vista, Coronado, Imperial Beach, National City, and San Diego—have worked together to develop and promote commerce, navigation, recreation, and fisheries on and around San Diego Bay.

Self-funded, the Port contributes billions annually to San Diego's economy, benefiting the community, local businesses, and employees. Businesses at the Port provide thousands of well-paying jobs, supporting individuals and families throughout the region. The Port oversees two maritime cargo terminals, two cruise ship terminals, 22 public parks, the Harbor Police Department, and the leases of hundreds of tenant and subtenant businesses around San Diego Bay. These include 17 hotels, 74 restaurants, three specialty retail centers, and numerous other attractions including museums and bay tours.

**FIND OUT MORE ABOUT  
THE PORT OF SAN DIEGO**



## THE DEPARTMENT

**T**HE FINANCE DEPARTMENT oversees the Port's accounts payable/receivable, payroll, and treasury divisions. The mission of the Department is *to safeguard the District's financial assets, provide expert financial planning and analysis and timely financial reporting, provide liquidity to fund its operations and capital requirements, provide effective risk management, ensure safe work practices, and provide excellent services to our customers and business partners.*

**2023 FY BUDGET**

**FINANCIAL &  
BUDGET DOCUMENTS**

**2021 ANNUAL COMPREHENSIVE  
REPORT (ACFR)**

# THE JOB / IDEAL CANDIDATE

**THE DIRECTOR IS HIGHLY SKILLED** in broad comprehensive financial services, including budgeting, financial forecasting and analyses, financial reporting and accounting, tenant billing, and long-term debt issuance. The Director will oversee all the activities of the Financial Services Department, including the development of the Annual Port's budget and Annual Comprehensive Financial Report (ACFR) and quarterly and monthly financial reporting, all while reporting directly to the Chief Financial Officer. They oversee 22 staff and a department budget of \$5.8 million and work across all 35 departments, with staff at all levels of the organization, including appointed officials, to develop the Port's approximate annual budget of \$200 million. This leader will mentor and train staff to further enhance the Department's services and customer experience. The Director will collaborate with other departments, outside agencies, and organizations, requiring them to have excellent relationship-building skills.

The ideal candidate has a balance of highly technical and interpersonal skills. They are an excellent organizer, communicator, and critical thinker, with an eagerness to learn and advance their craft. They use their creative thinking skills to find innovative solutions and are eager to support their team. The successful candidate will be proactive in their approach to problem solving, delegate when appropriate, and adhere to timelines and processes. The next Director will be customer-service-oriented and well versed in staff development, team building, and mentoring.

## THE IDEAL CANDIDATE WILL ALSO...

- ▶ Understand the principles of general fund and governmental accounting, including financial statement preparation and developing comprehensive annual and financial reports.
- ▶ Embrace cooperation through discussion and team building.
- ▶ Make thoughtful and strategic decisions.
- ▶ Demonstrate truthfulness and integrity.
- ▶ Anticipate the consequences of proposed actions.
- ▶ Develop high standards for the Department.
- ▶ Serve as a respectable representative of the Port.





## UPCOMING PROJECTS, CHALLENGES, & OPPORTUNITIES

- ▶ **GASB** implementation for 2023
- ▶ **DEVELOP**, manage, and provide guidance for key components of the Five-Year Cash Flow Forecast and Analysis
- ▶ **OVERSEE** the tracking and provide guidance to departments for changes to the budget related to capital projects, major maintenance, and infrastructure and technology
- ▶ **MANAGE** special programs and projects, including Airport Police Services Billing and True-up, Municipal Services Agreements, Debt Service Ratio Calculation and Disclosures for 2004 and 2013 Series Bonds

## MINIMUM QUALIFICATIONS

*Any combination equivalent to the education and experience likely to provide the required knowledge and abilities would be qualifying. A typical way to gain such knowledge and abilities is described below:*

- ▶ Graduation from a four-year college or university with a major in accounting, finance, business administration or a closely related field
- ▶ 10 years of increasingly responsible financial and accounting experience with 5 years in a supervisory/management role
- ▶ Possession of, or ability to obtain, a valid California driver's license

### DESIRED

- ▶ Certified Public Accountant
- ▶ Certified Management Accountant
- ▶ Certified Internal Auditor
- ▶ Working knowledge of SAP



# SALARY & BENEFITS

An annual salary of **\$115,935–\$173,903 DOE/DOQ** and an attractive benefits package that includes:

**MEDICAL INSURANCE.** United Healthcare HMO, PPO, and HDHP-HSA options

**DENTAL INSURANCE.** Delta Dental PPO or DeltaCare USA DHMO options

**VISION INSURANCE.** Vision Service Plan (VSP)

**SECTION 125 FLEXIBLE SPENDING ACCOUNT**

**LIFE & DISABILITY INSURANCE**

**EMPLOYEE ASSISTANCE PROGRAM (EAP).**

Confidential service available 24/7 that provides assessment, counseling, and resources to help employees resolve personal issues

**ANNUAL LEAVE.** 144 hours per year

**UNCLASSIFIED LEAVE.** 40 hours per year

**HOLIDAYS.** 14 days per year

**RETIREMENT.** Combined Defined Contribution/Defined Benefit Plan (Tax deferred program with Employer match)

**TUITION REIMBURSEMENT.** \$2000 per fiscal year

**EDUCATIONAL SERVICES SCHOLARSHIP.** 15% tuition reduction on every course taken at National University & waiver of application fee

## HOW TO APPLY

For first consideration, apply by **FEBRUARY 6**, by completing an application and attaching your cover letter and resume at:

>>> **WBCP JOB BOARD** <<<

## SAVE THE DATES

Interviews will take place virtually on **MARCH 6** and **MARCH 8** and in person on **MARCH 17**. Selected candidates must be available for both dates.

Please contact your recruiter, Marissa Sanchez, with any questions: **559.326.8597** (direct) | **866.929.9227** (toll-free) [marissa@wbcpsc.com](mailto:marissa@wbcpsc.com)