

This recruitment is managed by



C A R E E R O P P O R T U N I T Y

SENIOR ACCOUNTANT

TOWN OF TRUCKEE, CALIFORNIA

ANNUAL SALARY: \$94,144–\$127,094 DOE/DOQ

THE TOWN OF TRUCKEE, CALIFORNIA, IS SEEKING a collaborative, detail-oriented, and service-focused **Senior Accountant** to join its supportive and dedicated Finance team. This role offers the chance to make a meaningful impact by strengthening Town-wide financial operations, advancing budget initiatives, and contributing to innovative, community-focused projects. The Senior Accountant oversees accounts payable, plays a key role in budget preparation, supports annual financial close processes, and enhances the Town's use of its ClearGov budgeting platform. The ideal candidate is an adaptable accounting professional with strong communication skills and expertise in governmental accounting and budgeting. They excel at building relationships, mentoring staff, and contributing across a broad range of financial functions to help achieve the Town's goals. This position offers outstanding opportunities for professional growth, leadership on high-impact projects, and a direct role in shaping the Town's fiscal future. **Apply today!**

THE COMMUNITY

NESTLED IN THE SIERRA NEVADA MOUNTAINS and bisected by Interstate 80 and the Truckee River, the Town of Truckee spans 34 square miles in Nevada County, just 20 minutes from Lake Tahoe's north shore, 30 minutes from Reno, and 90 minutes from Sacramento. Home to approximately 17,000 year-round residents—with the population swelling during holidays and peak seasons, Truckee welcomes more than 1.1 million visitors annually. Originally a logging and railroad town, Truckee is listed on the National Register of Historic Places and features a charming historic downtown filled with shops, restaurants, galleries, and cultural sites. With 245 sunny days a year, an average annual snowfall of 206 inches, and access to world-class skiing, hiking, biking, fishing, and lakes, Truckee is a premier destination for outdoor enthusiasts. With a strong sense of community and a commitment to sustainability, Truckee offers an exceptional quality of life for families, professionals, and adventurers alike.



THE TOWN GOVERNMENT

THE TOWN OF TRUCKEE DELIVERS A STRONG SUITE OF MUNICIPAL SERVICES through six dedicated departments: Community Development, Administrative Services, Town Clerk/Communications, Public Works and Engineering, Neighborhood Services and Sustainability, and Police and Public Safety. In addition, the Town benefits from a robust network of special districts that provide essential services such as electricity, water, sanitation, waste disposal, parks and recreation, fire protection, airport operations, and hospital care, ensuring comprehensive support for residents and visitors alike. With 138 full-time staff and a proposed FY 2025–2026 budget of \$88.2 million (\$58.3 million allocated to operating expenditures and \$29.9 million to capital projects), the mission of the Town Council is to create the best future for our community by providing the highest level of public service.

[LEARN MORE ABOUT THE TOWN](#)

[VIEW THE TOWN'S STRATEGIC PRIORITIES](#)





THE FINANCE DIVISION

AS PART OF THE ADMINISTRATIVE SERVICES DEPARTMENT, the Finance Division is responsible for ensuring the Town's fiscal integrity through sound financial management, internal controls, and transparent reporting. With nine talented staff, the Division oversees key functions including budget development and administration, accounting, payroll, procurement, grant management, cash and investment oversight, and debt administration, and supports the Truckee Town Council, Town Manager and operating departments by providing accurate financial data, facilitating informed decision-making, and ensuring compliance with policies and regulations.

[LEARN MORE ABOUT THE DIVISION](#)



THE JOB

REPORTING TO THE FINANCE MANAGER, THE SENIOR ACCOUNTANT oversees daily accounts payable processing and approvals, prepares complex journal entries, processes general ledger adjustments following Council actions, and reconciles bank and investment accounts. This position also works collaboratively to support the preparation of the Town's annual budget, as well as the annual audit and ACFR process. This is a highly collaborative and relational role, providing financial guidance across the organization and responding to inquiries from staff and vendors, the public, and other agencies. As part of a small, close-knit team, this role provides a unique opportunity to work across a broad range of financial functions, offering significant professional development and growth. The Senior Accountant will have the opportunity to conduct complex financial analyses to guide Townwide decision-making, make presentations to the Town Council, and work directly with departments to ensure compliance with procurement and grant requirements.



BEING PART OF THE TRUCKEE TEAM

THE TOWN OF TRUCKEE IS A WELL-ROUNDED ORGANIZATION that provides a fun and collaborative work environment. Truckee offers a flexible work schedule, remote work Fridays, in-office dogs, an on-site gym, and casual dress! Strong work-life balance is a hallmark of the Town of Truckee's success, and staff can frequently be found hitting the slopes, kayaking down the Truckee River, or enjoying a lunchtime bike ride on the Town's eBikes. The Finance Division is committed to supporting staff in their professional development, including certifications and licensure, and continuing education.



THE IDEAL CANDIDATE

THE IDEAL CANDIDATE IS A COLLABORATIVE and adaptable accounting professional who thrives in a close-knit team environment and readily adapts to evolving priorities to support organizational success. They are a clear and confident communicator and a customer service-oriented partner who builds strong cross-departmental relationships. The successful Senior Accountant brings strong expertise in accounting and accounts payable expertise, with prior experience in a government agency preferred. Knowledge of governmental budgeting, procurement, and financial reporting requirements is highly valued. This dynamic professional excels in mentoring staff, providing technical direction, and supporting and enhancing financial systems. They embody the Town's core values of Integrity, Teamwork, Accountability, Commitment, and Excellence, and demonstrate cultural competence and respect for the diverse community they serve.

MINIMUM QUALIFICATIONS

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education: Bachelor's degree from an accredited college or university with major coursework in accounting, finance, business or public administration, or a related field.

Experience: Four (4) years of increasingly responsible professional accounting, budget, or financial analysis experience.

UPCOMING PROJECTS & OPPORTUNITIES

MAXIMIZE THE CLEARGOV PLATFORM. Maximize the Town's recently-implemented ClearGov platform through staff training to improve transparency and efficiency.

TRANSITION TO A BIENNIAL BUDGET CYCLE. Starting in fiscal year 2027-2028, streamline financial planning by moving from an annual to a two-year budget process to enhance long-term forecasting and resource allocation.

PURSUIT OF GFOA AWARDS. Continuously improve and elevate the Town's budget and ACFR preparation; achieve the Government Finance Officers Association's Distinguished Budget Presentation and Excellence in Financial Reporting awards.

CAPITAL IMPROVEMENT PLAN FUNDING STRATEGIES. Secure and manage dedicated funding sources to support the Town's infrastructure and capital project priorities.



SALARY & BENEFITS

This position will receive an annual salary of **\$94,144–\$127,094 DOE/DOQ**, **PLUS**, a generous benefits package that includes:

Calpers Retirement And Health Coverage

457 Plan

Life Insurance

Sick Leave: 8 hours accrual per month.

Vacation: 2 weeks accrual per year, increasing with years of service.

Administrative Leave: 80 hours per fiscal year.

Holidays: 13 regular holidays, plus 8 hours of floating holiday and 8 hours of alternative schedule offset hours to be used as vacation hours.

Housing Benefits: The Town of Truckee offers a home purchase assistance program for employees relocating to the area. There are also several other regional housing programs available to Town staff. **More detailed information can be found here.**

Hybrid Work Schedule: Option to work remotely on Fridays; subject to approval.

CLICK
LINK

Click for a full explanation of benefits



HOW *to* APPLY

For first consideration,
APPLY IMMEDIATELY at:

WBCP JOB BOARD



Strong candidates will be interviewed as they are identified.

QUESTIONS?

Please contact Bonnie Thompson-Hardin, HR Manager, with any inquiries:

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(530) 582-2925

