

THE CITY OF WASCO, CALIFORNIA

Finance Director



The City of
Wasco
G R O W W I T H U S



The Mission of the City of Wasco is to provide high-quality, cost-effective, value-driven services to our citizens and in partnership with other community agencies to foster safety, unity, stability, quality of life, economic and educational opportunities, and community pride.

To learn more about the City of Wasco, go to:

<https://www.cityofwasco.org/>

THE COMMUNITY

Wasco is located approximately 25 miles northwest of Bakersfield, 130 miles north of Los Angeles, and 250 miles south of San Francisco. The population in Wasco is approximately 27,566 and you'll find friendly, safe and quiet neighborhoods and a readily available workforce with a strong work ethic.

GOVERNANCE

The City of Wasco operates under the Council-Manager form of government. The City Manager manages the day-to-day functions of the city. The City Council consists of five (5) council members serving 4-year terms with election by District on alternating 2-year cycles in even numbered years. The City Council appoints from their ranks a member to serve a one-year term as Mayor. The City of Wasco consists of 5 major departments: City Hall, Police, Community Development, Finance, and Public Works. The City strives to provide superior service through the dedicated workforce of just over 100 full-time and part-time employees. The adopted 2025/2026 city budget is 77,413,169.

HOURS

Monday – Thursday 7:30 AM to 5:00 PM.

Service hours for Friday are 8:00 AM to 5:00 PM. City Hall is closed alternate Fridays.

THE FINANCE DEPARTMENT

Finance oversees the financial, treasury, debt, and grant management of City funds and supports the City Council, City Manager and Departments in providing City service to the community. The Finance Department provides financial management, oversight, monitoring and reporting functions for the City's complex financial resources. The department accomplishes this objective by:





- Accounting, treasury, and financial reporting services
- Cashiering, accounts receivable and collections services
- Payroll and accounts payable services
- Providing budgetary oversight, monitoring and preparation
- Purchasing and procurement expertise
- Utility billing and business license customer service

THE POSITION

The Finance Director manages the City's Finance Division, which includes Treasury, Billing and Collections and Accounting. This position is responsible for formulating policy, developing goals and objectives, supervising staff, administering the division's annual budget and directing the day-to-day operations of the Finance Division. Assignments allow for a high degree of administrative decision making in their execution. The Director manages an overall staff of nine.

Essential functions include, but may not be limited to the following:

- Develops and directs the implementation of goals, objectives, policies, procedures and work standards for the Finance Division, including budget administration
- Plans, organizes, assigns, directs, reviews and evaluates the work of assigned staff; selects personnel and provides for their training and professional development; interprets City policies to employees

- Provides professional assistance to members of City departments on finance and related matters in areas of responsibility
- Formulates and implements policies, procedures and systems pertaining to financial record keeping, controls and reporting; provides comprehensive financial management services and solves varied accounting and collection problems
- Analyzes revenue generating and cost reducing proposals for City programs and prepares revenue projections
- Secures financing packages utilizing tax exempt financing; manages the City's investment portfolio including daily investments as well as long-range investment policies

THE IDEAL CANDIDATE

The ideal candidate will be an honest, collaborative, and confident leader with excellent supervisory skills; a strong communicator able to write reports with clarity and verbally articulate fiscal concepts to all levels of audiences. The Finance Director will manage a solid team and should have a willingness to delegate, and be a mentor, willing and able to develop staff. The incumbent will be a responsible steward for the community, City staff, and leadership, ensuring trust and transparency within and outside the organization. The ideal candidate will have a proven track record in implementing efficiencies, allowing the Department to assist the organization in achieving its financial goals.



The successful candidate will have demonstrated expertise and a solid track record in municipal finance and budget management and administration. Excellent interpersonal abilities are necessary to build and maintain solid relationships with elected officials, regional business partners, union representatives, staff, and the community through open and respectful dialogue.

Key Attributes and Qualifications

- A strong leader who shares the vision of the council and community, and can advocate, articulate, and implement that vision. A manager who is able to blend innovation and creativity, someone who can think outside the box
- A professional who can lead the organization with a commitment to uphold the values of Wasco, including valuing positive employee working relations and respecting the richness of cultures and diversity
- A friendly approachable leader who can ensure quality customer service to other city departments and the community
- Diplomatic, being known as a people person with an engaging style that is comfortable interacting with a wide spectrum of individuals and one who welcomes dialogue and discussion
- A collaborative leader with the highest integrity, character, and ethics
- Honest, with the ability to maintain and build trust and actively listen
- Technologically astute, who recognizes the value of harnessing and integrating the benefits of cutting-edge technology to ensure best practices and process efficiencies. Experience with Tyler Munis is helpful
- A proven understanding of budget/structural deficits and the willingness and the ability to bring teams together to find solutions to challenging issues
- An outstanding fiscal manager, able to develop and implement plans to expand the tax base, obtain grants, and manage costs

QUALIFICATIONS

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

- Bachelor's Degree in Accounting, Business Administration, Finance or a closely related field
- A Master's Degree is desirable
- Five (5) years of management or supervisory experience in accounting or finance, preferably in a public agency or governmental setting

Must complete an annual Statement of Economic Interest. Bilingual fluency in English and Spanish is desirable. Must be bondable



COMPENSATION AND BENEFITS

The salary range for the Finance Director is \$113,106.91 – \$158,236.67.

The City of Wasco offers a competitive benefits package that includes:

Retirement–Pension: The City participates in the California Public Employees Retirement System (CalPERS). Employees pay the Employee contribution.

Classic: 3% @ 60, Classic Tier II: 2.5% @ 55, PEPRA: 2% @ 62.

Retirement–Deferred Compensation: The City offers two 457 plans from different providers, and employees may make voluntary pre-tax contributions.

Paid Leave: The City offers paid Holidays, Vacation, Sick, Floating Holidays, and Administrative Leave. Vacation accrual based on years of service.

Health Insurance: The City currently offers three health insurance options. Two Anthem PPO plans and one Kaiser Permanente plan. The City also offers dental and vision insurance through Principal Insurance. The City's contribution to health insurance is determined by enrollment level.

Other Benefits: The City also provides a \$175,000 employer paid life insurance policy.

APPLICATION AND RECRUITMENT PROCESS

The final filing date is Friday, September 26, 2025.

To be considered, please submit a resume, cover letter, and five work related references (who will not be contacted in the early stages of the recruitment) to: <https://koffassociates.com/wasco-finance-director/>

Resumes should reflect years and months of positions held.

For additional information, please contact:



Frank Rojas
(510) 495-0448
Email: frank_rojas@ajg.com
Website: <https://koffassociates.com/>

Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. Koff & Associates will report the results to the City. The City will then select candidates to participate in panel interviews. Extensive reference and background checks will be completed on the selected candidate.

