



Job Posting

Date Posted: February 3, 2010

Job Title of Open Position: **Finance Director**

Reply no later than: February 12, 2010

Hiring Range: \$17.28 - \$29.81 per hour Hours: 8:00 a.m. – 5:00 p.m.

Employer: Operation Breakthrough, Inc. Department: Finance

Job Description:

The position functions as the Chief Fiscal Officer of the organization and has the daily management responsibility of fiscal and accounting activities, including accounts payable, receivables, payroll and general ledger, as well as purchasing. In addition, the position prepares agency budgets and oversees the development and implementation of fiscal policies and procedures and conducts financial risk management activities.

Qualifications:

Bachelor's degree in Accounting, Business Administration or Business Management or related field; six years of progressively responsible experience in finance, with a minimum of three years at a supervisory level; or an equivalent combination of education and experience. Valid North Carolina Driver's License.

Submit Employment Application and Resume to:

Jessie Parker, Acting Human Resource Manager
(919) 688-8111, extension 222
Operation Breakthrough, Inc.
Post Office Box 1470
Durham, N.C. 27702