TOMPKINS CORTLAND COMMUNITY COLLEGE

ANNOUNCEMENT OF POSITION OPENING

Date of Notice for Tompkins Cortland PAA Members: July 1, 2021
Date of Notice for All Other Applicants: July 8, 2021

POSITION OFFERED: Comptroller

EMPLOYMENT DATE: August 2021

TERM OF EMPLOYMENT: Renewable, Full-Time, 260 days

JOB DESCRIPTION: Responsible for all financial transactions, the general ledger and financial compliance. Direct oversight over the following finance functions: accounts payable, cash receipts, restricted fund accounting, capital project accounting, purchasing, federal fund accounting, student account postings and refunds and audits. Assists the Vice President of Finance and Administration with complex financial analysis, financial reporting and audit functions.

MINIMUM QUALIFICATIONS: Bachelor's Degree in Accounting and 5 years of experience in a full-charge accounting position within government, non-profit or higher education.

PREFERRED QUALIFICATIONS: MBA – Accounting or CPA preferred. Familiar with Governmental Modified Accrual Accounting. Supervision experience.

EXPECTED HIRING SALARY RANGE: $60,220 - $75,275 - Starting salary will be commensurate with qualifications and experience.

Review of applications will begin immediately and continue until position is filled.

To apply and view the full position description, visit www.tompkinscortland.edu/college-info/employment.
Note: Additional application materials/essays will be requested.

Tompkins Cortland Community College is a culturally diverse campus with over two decades of strong partnerships with international colleges and universities and a commitment to preparing our students for citizenship in a global society. Tompkins Cortland Community College is accredited by the Board of Regents of the State of New York and by the Middle States Association of Colleges and Schools and awards associate degrees in career-oriented and liberal arts/sciences programs of study. Enrollment is approximately 3,500 students. To learn more about the College, visit our website at www.tompkinscortland.edu. Visa sponsorship not available. Women and minorities are strongly encouraged to apply. AA/EOE

Location: Tompkins Cortland Community College is located in the naturally beautiful and culturally rich Finger Lakes region of upstate New York, near Syracuse, Rochester, Ithaca, and Binghamton. The area is host to many colleges, including Cornell University, as well as excellent healthcare, museums, festivals, and business enterprises.