

## Arizona State Retirement System

*For more than a half-century, the Arizona State Retirement System (ASRS) has provided retirement, health insurance and long term disability benefits to employees of the state, counties, municipalities, universities, community colleges, school districts and other political entities. We are a top performing benefit plan administrator with a solid reputation and sustainable plan design. Our organizational culture is based on the following principles; **Professionalism, Results, Improvement, Diversity and Excellence**. We believe in delivering service with **PRIDE**. Check out our webpage, [Azasrs.gov](http://Azasrs.gov), to learn more about the ASRS.*

### Assistant Controller

Location: Phoenix

Compensation: DOE up to \$85,000 + [Excellent Benefits](#)

### JOB DESCRIPTION:

The Arizona State Retirement System is seeking a highly skilled professional who possesses strong analytical and interpersonal skills for the Assistant Controller position. The Assistant Controller is responsible for planning, directing and coordinating the day to day accounting functions in the General Accounting unit, which includes supervising and developing five direct reports.

Key functions of the Assistant Controller position includes: general ledger accounting/reconciling and external financial reporting (including CAFR, PAFR and GASB 68 Reporting). Further, the Assistant Controller has key responsibilities for external audit management and various agency projects, and evaluating/developing internal controls and internal processes within the General Accounting Unit.

### KNOWLEDGE, SKILLS & ABILITIES:

- Seven to ten years of progressive accounting experience, which includes three to five years as a supervisor
- A comprehensive knowledge of the following:
  - Generally Accepted Accounting Principles (GAAP)
  - Governmental accounting standards
  - GAAP financial statement preparation
  - Internal controls
- Experience implementing new accounting pronouncements
- Excellent verbal/written communication and interpersonal skills
- Excellent customer service skills
- Strong computer Microsoft Office skills, especially Excel
- Strong analytical and problem-solving skills and demonstrated ability to be flexible and to adapt quickly to change
- Proven ability to handle multiple projects simultaneously and use good judgment in decision making and in prioritizing work
- Ability to establish and maintain effective working relationships with subordinates, colleagues, and managers
- Public accounting experience in audit a plus
- Familiarity with MUNIS financial management system is a plus
- Familiarity with Arizona Financial Information System (AFIS) is a plus

### THE IDEAL CANDIDATE WILL HAVE THE FOLLOWING QUALIFICATIONS:

- Bachelor's degree in accounting from an accredited college or university
- Active CPA license
- Masters in finance, accounting or public administration a plus
- One or more other certifications, such as CGFM, CFE, CGMA, CPFO, or other related designation, is a plus

### BENEFITS:

The State of Arizona offers a comprehensive benefits package, including medical, dental, vision, wellness, life insurance for employees and dependents, short and long-term disability, and flexible spending accounts. Another benefit to working for the ASRS is the excellent retirement program provided to our employees. We are located in midtown Phoenix, within walking distance from the Light Rail. We also provide free covered parking. We provide a stable work environment and an atmosphere that fosters a healthy work-life balance.

Please visit [Total Compensation](#) to learn more about benefits offered to our employees.

**HOW TO APPLY:**

Current employees are to apply through the Opportunities link in the MAP application.

External applicants apply online at [Azstatejobs.gov](http://Azstatejobs.gov), **Job ID 22761**, or email resumes to [jobs@zasrs.gov](mailto:jobs@zasrs.gov).

Please use "Assistant Controller" in the subject line of the email.

Position is open until filled.

Arizona State Government is an EOE/ADA Reasonable Accommodation Employer.

All newly hired employees are subject to the E-Verify Employment Eligibility Verification Program.

Candidates selected for hire will be subject to a background investigation to include credit and criminal history.

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