

Compensation and Benefits

The County of Monterey provides a competitive compensation and benefits package. The County has adopted a seven-step salary schedule, with step advances granted every two years. The current salary range is from \$11,325 to \$15,467 per month. Generally, appointments are made between step levels 1 through 3 or up to \$12,604 per month, based on the successful candidate's qualifications and experience. The benefits package includes:

- ◆ Retirement: CalPERS Pension Plan; 2% @ 55 for classic members (employee pays 7% member share) or 2% @ 62 for new members (employee pays 6.25% member share). The County also participates in Social Security.
- ◆ Annual Leave: 23 days of annual leave are accrued in the first two years; up to 37 days annually after 25 years.
- ◆ Professional Leave: 10 days per calendar year, non-accruable.
- ◆ Holidays: 10 paid holidays per calendar year, plus one Floating Holiday.
- ◆ Winter Recess Leave: 4 days per calendar year, non-accruable (subject to Board approval each year).
- ◆ Health Insurance: The County provides a Flexible Benefits Plan which includes health care, dental, and vision coverage.
- ◆ Life Insurance: \$50,000 term life insurance policy.
- ◆ Management Expense Allowance: \$45.84 per month.
- ◆ Automobile Allowance: \$375 per month.
- ◆ Professional Organization Membership: \$400 per calendar year.
- ◆ Flexible Spending Account / Dependent Care Assistance Program: Voluntary program available.
- ◆ 457 Deferred Compensation Plan: Voluntary program available.
- ◆ Preferred parking at the Government Center-Courthouse campus.



For additional information on the County of Monterey, please visit its website at www.co.monterey.ca.us.

Equal Opportunity

Monterey County is a drug-free work place and an equal opportunity employer. The County seeks a candidate who can make contributions in an environment of cultural and ethnic diversity. Monterey County provides reasonable accommodations for the disabled. If candidates require special arrangements to participate in the selection process, they should state their needs in writing when submitting the application package.

The Process

If you are interested in pursuing this unique and exceptional career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

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The final filing date for this recruitment is January 9, 2019.

If you have any questions regarding this position, please contact Bill Avery at 408.399.4424 or bill@averyassoc.net, or Bill Lopez at 408.888.4099 or williaml@averyassoc.net.



The County of Monterey



*invites your interest
for the position of*

**Assistant
Auditor-
Controller**

The County of Monterey

Monterey County encompasses some of California's most stunning scenery and offers an ideal year-round Mediterranean climate. Miles of beautiful beaches, spectacular mountain ranges, groves of redwoods, low-rolling foothills, and scenic valleys are characteristics that contribute to the quality of life enjoyed by over 400,000 residents and more than three million tourists who visit the area year-round. Monterey County boasts world-renowned attractions such as the spectacular Big Sur Coast, Monterey Bay Aquarium, Cannery Row, and National Steinbeck Center. It is also home to many world-famous golf courses, including Pebble Beach, Spanish Bay, Spyglass, and Poppy Hills.



The County hosts numerous acclaimed events including the Monterey International Blues Festival, Monterey Jazz Festival, Big Sur International Marathon, and California Rodeo in Salinas. Encompassing a total land area of 3,324 square miles, Monterey County is the 16th largest of California's 58 counties and has an economy based largely on agriculture and tourism. The Salinas Valley, known as the "salad bowl of the nation," is abundant with lush produce fields and thriving vineyards. There are also several major educational institutions, including California State University of Monterey Bay, Middlebury Institute of International Studies at Monterey, Defense Language Institute Foreign Language Center, Naval Postgraduate School, Monterey Peninsula College, and Hartnell College in Salinas.

The mission of Monterey County is to excel at providing quality services for the benefit of all Monterey County residents, while developing, maintaining, and enhancing the resources of the area. As a values-based learning organization, our focus is to continually improve County systems, processes, and management practices through an environment of empowerment and innovation.

County Government and the Auditor-Controller's Office

Monterey County has 24 departments with approximately 5,240 employees and a budget of approximately \$1.5B. This is a general law county and the governing body is the Board of Supervisors, which is comprised of an elected representative from each of the five supervisorial districts in the County. The County Seat is in Salinas at the Government Center-Courthouse campus, with many department offices located in a variety of other locations throughout the County.



The Auditor-Controller is the chief fiscal officer of the county. The office is elected by Monterey County voters to provide accounting, auditing, and financial services to the public, county agencies, school districts, special districts, and cities as defined under Government Code. Rupa Shah, C.P.A., was recently elected to serve the County of Monterey as the Auditor-Controller effective January 2019. She is currently the Assistant Auditor-Controller and has been with the Office for over 20 years working in a variety of managerial positions.

The Office of the Auditor-Controller's primary mission is to ensure the fiscal integrity of the County's

financial records and to provide related services, assistance and information to the Public, Board of Supervisors, County Administrator's Office, County Departments and Employees, Special Districts, and some regional non-county agencies. The Office is staffed by 44 FTEs and is organized into five units: Administration, Disbursements (Accounts-Payable, Payroll and Property Tax), General Accounting, Internal Audit, and Systems Support.

The Office adheres to the highest standards of conduct relying on the character, ability, strength and integrity of our employees. To this end, we fulfill our responsibilities and are accountable to provide service to our customers by:

- ◆ Protecting, representing, and advocating the public's interest in all aspects of our operations and in all areas of influence
- ◆ Providing guidance and vision that encourages adherence to the highest standard of conduct in financial operations and reporting
- ◆ Performing our duties in a manner that exhibits independence and objectivity in fact and appearance
- ◆ Inspiring confidence, understanding, and acceptance for Auditor-Controller policies, procedures, and financial and administrative control standards
- ◆ Achieving desired results through the influence, strength, and unity of our employees
- ◆ Continuously seeking opportunities to improve the effectiveness of our services and providing service in a courteous and responsive manner
- ◆ Celebrating the strength and richness that diversity provides and standing ready to meet the challenges and needs of the County's diverse employees and citizenry.



The Position and Ideal Candidate

The Assistant Auditor-Controller reports to the publicly-elected Auditor-Controller and assists in the overall direction of the Office. The Assistant Auditor-Controller will have oversight over all of the Office's divisions, and special projects of considerable scope, complexity and sensitivity. The work and projects conducted by the Office of the Auditor-Controller provide transparency to government operations that improve efficiency and effectiveness through focused accountability. The individual will work closely with the Auditor-Controller to provide consultation and resolution strategies on fiscal issues for County departments and agencies.

The ideal candidate will be capable of building strong relationships across County government to ensure that the Office is working to benefit community taxpayers through transparency and improved operations. The individual will have strong technical and regulatory knowledge of the laws and regulations governing public finance administration, auditing, accounting and budgeting as well as the principles and techniques of program planning, and fiscal analysis. The Assistant Auditor-Controller will be a highly strategic, politically savvy executive manager capable of implementing programs and policies to improve the effectiveness of the Office. He/she will possess strong management instincts and be an effective team builder capable of mentoring and developing staff.

The ideal candidate will have at least five years of increasingly responsible experience performing complex analysis in the areas of accounting, budgeting, audits, policy and/or organizational operations for a county or other large governmental agency, including at least two years at the managerial level. He/she will have a bachelor's degree from an accredited college or university in accounting, business administration, public administration or a closely related field. Additionally, it is highly preferred that the individual be licensed as a Certified Public Accountant (CPA).