



Horry County Solid Waste Authority

Director of Finance & Administration

Minimum Salary: DOQ

General Responsibilities

With limited supervision, oversee planning and direction of Finance and Administration departments. Manage all financial, accounting, procurement, and budget activities and reporting. Demonstrate strong leadership in policy and program development and implementation. Possess excellent oral and written communication across the organization. Report to the Executive Director.

Minimum Requirements

Bachelor's degree in Accounting, Business Administration, Finance, Public Administration or closely related field; supplemented by ten (10) years experience in accounting to include three (3) years of supervisory experience and two (2) years of governmental auditing and financial reporting.

Preferred Qualifications (*but not required*)

Certified Public Accountant (CPA) or Certified Public Financial Officer or Governmental Financial Manager.

How to Apply

Application, resume and copies of certification(s) (if applicable) can be mailed, or hand delivered to:

HC Solid Waste Authority, LLC
Human Resources Department
Attention: Katherine Bell
1886 Hwy 90
Conway, South Carolina 29526

If special accommodations are needed to apply, please contact Human Resources at (843) 234 – 7014.

HORRY COUNTY SOLID WASTE AUTHORITY IS AN EQUAL OPPORTUNITY EMPLOYER