



NORTHERN ARIZONA FIRE DISTRICT

2600 E Northern Avenue, Kingman, AZ 86409
Administration Phone (928) 757-3151

Full-Time Comptroller/Officer Manager \$64,815.04 - \$78,857.41 DOE Applications due March 26, 2026 @ 1600

The Northern Arizona Fire District is currently accepting applications for a Comptroller/Officer Manager. If you are interested, please email your application and all supporting documentation to NAFD@northernazfire.com or deliver in person to the Administration Office - 2600 Northern Ave, Kingman, AZ 86409. Applications and supporting documents will only be accepted until the close of business on March 26, 2026. Please provide copies of all documents that verify you meet the minimum qualifications listed below, along with a completed employment application.

Note: Preference points will be awarded for military service if a valid DD Form 214 is submitted with the candidate's application.

Please visit <https://northernazfire.com/current-openings> for the application and complete job description. Information detailing the testing process will be emailed to qualifying candidates after the first application review date.

Application acceptance: February 02, 2026 – March 26, 2026, COB 1600

Testing dates: April 2026 (TBD)

Testing Process:

- Practical examination
- Interview

Minimum Qualifications

- Post-secondary education in business administration, payroll, public administration, or equivalent education and experience.
- Experience in preparing budgets and financial reports
- Experience with audits and regulatory compliance
- Experience with grants management and public-sector funding sources
- Experience in local government, fire district, or public safety agencies

Preferred/Desirable

- Certified Public Accountant (CPA), Certified Government Financial Manager (CGFM), or similar professional certification
- Experience supervising finance or accounting staff
- Experience in Arizona Wildland Billing



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Note: Any combination of education, training, and experience that provides the required knowledge, skills, and abilities for this position may be substituted for evaluation at the discretion of the Fire Chief.

Full-Time Benefits (wages and benefits are approved by the Board of Directors and subject to change)

- ASRS
- 12 Paid Holidays
- 4/10 work week
- Medical/Dental/Vision/Life Insurance/Cancer Insurance/STD
- PTO up to 280 hours annually with annual cash out available
- Sick Leave