



# WE'RE HIRING!

## COMPTROLLER/OFFICE MANAGER

**\$64,8154.04 - \$78,857.41** DOE

We are looking for a candidate who is organized and detail-oriented to join our team as a Comptroller/Office Manager

### Minimum Qualifications

- Post-secondary education in business administration, payroll, public administration, or equivalent education and experience.
- Five (5) or more years of progressively responsible experience in accounting or financial management.
- Experience in preparing budgets and financial reports.
- Experience with audits and regulatory compliance.
- Experience with grant management.
- Experience working in local government, fire districts, or other public safety agencies.
- Friendly and supportive work environment



## APPLY TODAY

Send your application & supporting documents to [NAFD@northernazfire.com](mailto:NAFD@northernazfire.com) or in-person 2600 Northern Ave. Kingman, AZ 86409

**Applications due  
March 26, 2026 COB  
1700**