

# HOPI TRIBAL HOUSING AUTHORITY

3/16/2020

## JOB VACANCY



The Hopi Tribal Housing Authority has the following job vacancy and is seeking a qualified individual to fill the position.

**POSITION: FINANCE DIRECTOR**

**DEPARTMENT: FINANCE**

### **JOB SUMMARY:**

Under direct supervision of the Executive Director, accomplishes the objectives of the Finance and Accounting department by planning, organizing, and managing all functions required to assure maximum return on financial assets, by establishing financial policies, procedures, controls, and reporting systems. Maintains a high level of confidentiality.

### **Minimum Qualifications & Requirements:**

Bachelor's Degree in Public Administration, Business Administration, Construction Management or related field from an Accredited University and at least five (5) years' experience in directly related management or administration position or equivalent combination of education and experience. Master's Degree preferred.

**RANGE: 16**

**CLOSING DATE: 6 April 2020**

**FOR MORE INFORMATION AND/OR TO OBTAIN AN APPLICATION AND JOB DESCRIPTION, CONTACT:**

**Sherry Lomayestewa, HR Generalist**

**P.O. Box 906**

**Polacca, AZ 86042**

**Phone: 928-737-2800**

**Fax: 928-737-9270**

**Email: [SLomayestewa@htha.org](mailto:SLomayestewa@htha.org)**

**Submit complete application along with a resume, letter of interest, and three (3) reference letters.**

**THE HTHA IS AN EQUAL OPPORTUNITY EMPLOYER AND EXERCISES NATIVE AMERICAN PREFERENCE.**

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