



TJPA

**INVITING APPLICATIONS
FOR ACCOUNTING DIRECTOR
TRANSBAY JOINT POWERS
AUTHORITY**

THE OPPORTUNITY

The Transbay Joint Powers Authority (TJPA) is actively seeking an experienced accounting professional who is inspired to help achieve the Transbay vision as its Accounting Director.

ABOUT THE ORGANIZATION

TJPA is an historic collaboration between Bay Area governments and transportation agencies. The TJPA's eight-member Board of Directors is composed of representatives of the City and County of San Francisco, the Alameda-Contra Costa Transit District, the Peninsula Corridor Joint Powers Board, the California High-Speed Rail Authority, and Caltrans (the California State transportation agency).

The TJPA oversees operation of the Transbay Program, a visionary multimodal transportation program and the Salesforce Transit Center, which opened to the public in 2018. The state-of-the-art Center has enhanced mobility for a growing city and region. The Center features a 5.4-acre rooftop park and botanical garden, programmed public space, more than 100,000 square feet of shopping and dining, pop-up retail, and world-class public art. In further phases, the Center will ultimately connect eleven transportation services, including Caltrain and California High-Speed Rail.



THE CITY AND COUNTY OF SAN FRANCISCO

TJPA is located in the heart of San Francisco, the fourth largest city in California with nearly 900,000 residents. San Francisco is one of the most culturally diverse and internationally recognized of all American cities.

ABOUT THE POSITION

Serving under the Chief Financial Officer, the Accounting Director plans and directs the accounting activities on behalf of the TJPA. The Director supervises the technical accounting work of the TJPA, requiring knowledge of municipal finance functions, internal controls, government fund accounting, enterprise fund accounting, and automated accounting systems.





KEY ACTIVITIES

- Establishing and maintaining administrative and accounting policies and controls that reflect current principles of the Governmental Accounting Standards Board (GASB), Generally Accepted Accounting Principles (GAAP), and all applicable financial and legal requirements.
- Managing the preparation of regular financial statements and reports.
- Directing the development of systems for financial planning, fiscal analysis control, and information collection.
- Overseeing and coordinating actuarial studies and audits.
- Providing fiscal information/reporting/audits to internal TJPA partners and to outside funders and agencies.
- Analyzing and evaluating complex financial and fiscal problems and recommending solutions.
- Instituting and sustaining strong working relationships with TJPA staff and the larger stakeholder community.
- Preparing and presenting clear and concise correspondence and reports.

THE IDEAL CANDIDATE

- **Seasoned Accountant**
Demonstrates professional knowledge in municipal accounting practices at the local, state, or federal level.
- **Self-Starter**
Takes initiative and is resourceful in developing and implementing new ideas.
- **Mission-Driven**
Has a passion for the TJPA vision and possesses an understanding of public service values and professional integrity.
- **Values Partnership**
Thrives in a fast-paced, small office environment that values teamwork.



QUALIFYING EXPERIENCE AND EDUCATION

Sufficient education and increasingly responsible administrative and management experience in a municipal environment. The required skills are typically obtained through a combination of training and experience equivalent to graduation from an accredited college or university with a four-year degree in finance, business administration, accounting, or a closely related field plus extensive, increasingly responsible administrative experience in a management capacity in a complex, fiscal, budgetary, and information systems environment.

A master's degree in public administration, business administration or a related field, or possession of a Certified Public Accountant (CPA) license is desirable. Experience in a public agency or transportation organization is preferred.

COMPENSATION AND BENEFITS

The salary range is \$140,000-160,000 and is dependent upon qualifications and experience. In addition to competitive salaries, TJPA offers flexible benefit plans that include:

- CalPERS public retirement plan
- Health, dental, vision, and life insurance
- 12 days of vacation per year
- 10 holidays
- 12 days of sick leave per year
- Up to five days of administrative leave per year



APPLICATION AND SELECTION PROCESS

Additional information can be found at [Management Partners](#). The position is open until filled.

APPLY HERE

Contact Nancy Hetrick at nhetrick@managementpartners.com or 408-437-5400 for additional information.

Equal Employment Opportunity

The TJPA is an equal opportunity employer, and we value workplace diversity. We invite resumes from all interested parties, including minorities, women, veterans, and persons with disabilities.

Management
Partners

