

HOUSING AUTHORITY of the CITY OF OPELIKA
1706 TOOMER STREET
P.O. Box 786
OPELIKA, ALABAMA 36803-0786
(334) 745-4171

JOB OPENING NOTICE

DATE: August 6, 2025

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|------------------------|--|
| 1) CLASSIFICATION: | Director of Finance |
| 2) SALARY: | DOQ (Depending on Qualifications) |
| 3) RESPONSIBILITIES: | Please visit www.opelikaha.org for
job description and application |
| 4) PERSONS INTERESTED: | Submit resume and application with
qualifications in writing to:
rglaze@opelikaha.org

<u>or via mail to:</u>
Human Resources
Opelika Housing Authority
P.O. Box 786
Opelika, Alabama 36803-0786 |

APPLICATIONS ACCEPTED
UNTIL POSITION IS FILLED
(Please No Telephone Calls)

THE HOUSING AUTHORITY OF THE CITY OF OPELIKA IS AN EQUAL OPPORTUNITY EMPLOYER. THE HOUSING AUTHORITY OF THE CITY OF OPELIKA DOES NOT DISCRIMINATE AGAINST ANY EMPLOYEE OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, COLOR, SEX, NATIONAL ORIGIN, RELIGION OR HANDICAP.

DIRECTOR OF FINANCE

The Opelika Housing Authority (OHA), an organization in the affordable housing industry, is seeking a results-driven individual to serve as Director of Finance and Administration. The individual will lead OHA's Finance Department, which is responsible for maximizing and strengthening the fiscal operations of a changing organization. In addition, the individual will oversee all administrative operations of the Authority. The Director of Finance and Administration reports to the Executive Director.

As an OHA employee, you will become part of a team, dedicated to creating and sustaining affordable housing communities in Opelika. The Director of Finance and Administration will collaborate with executive leadership to develop and implement strategic initiatives as OHA continues to enhance its affordable housing operations.

Job type: Full-time

Location: 1706 Toomer Street, Opelika, AL 36801

Benefits:

- Life insurance
- Tuition reimbursement
- Flexible spending account
- Retirement plan
- Dental insurance
- Health insurance
- Paid time off

Full job description:

The Opelika Housing Authority (OHA), an organization in the affordable housing industry, is seeking a results-driven individual to serve as Director of Finance. The individual will lead OHA's Finance Department, which is responsible for maximizing and strengthening the fiscal operations of the changing organization. The Director of Finance reports to the Executive Director.

As an OHA employee, you will become part of a team, dedicated to creating and sustaining affordable housing communities in Opelika. The Director of Finance will collaborate with executive leadership to develop and implement strategic initiatives as OHA continues to enhance its affordable housing initiatives.

The ideal candidate will use their financial acumen and experience to lead and develop an internal team to support the following areas: finance, planning and budgeting.

Our ideal candidate will possess the following qualities:

- An entrepreneurial mindset
- High level of financial acumen demonstrated in affordable housing
- Knowledge of GAAP accounting principles

- Proven ability to help individuals and teams develop, grow, and succeed
- Proven ability to develop and carry out strategic initiatives with set deadlines
- Ability to work with and service all levels of an organization, developing strong partnerships with internal colleagues as well as external strategic partners
- Ability to establish and maintain effective working relationships with co-workers, vendors, consultants, contractors, architects, residents, HUD officials, and other local, state, and federal officials
- Ability to multi-task, prioritize, and manage a multitude of conflicting priorities against competing deadlines

Education/Experience: Bachelor's Degree in accounting, or related field and a minimum of seven (7) years of experience in governmental financial management, with a minimum of three (3) years in a managerial or director capacity. CPA license highly preferred.

Compensation: Commensurate with experience and qualifications. Comprehensive benefits package included.

To apply: Please e-mail your resume, cover letter, and salary requirements to opelikaha@opelikaha.org with "Director of Finance" in the subject line. Please do not contact OHA directly.

To view the complete job description for this position, visit our website at <https://www.opelikaha.org/employment-opportunities>.

We are an Equal Opportunity Employer / Equal Housing Opportunities