



Educational Partnerships, Inc.

Your Expert Partner in Quality Education

Director of Finance

[Immediate Opening](#)

Educational Partnerships located in Livonia Michigan is looking for a Director of Finance to oversee its business operations for three schools and central office. The director of Finance is responsible for overseeing and providing timely and accurate financial accounting of the districts three schools. This position reports directly to the superintendent.

Job Duties:

- Purchasing
- Bank reconciliation.
- Manage cash flows and budgets for each school.
- State and federal reporting.
- Provide financial statements to board and authorizers.
- Monitor use of title funds.
- Prepare audits
- Coordinate audit requirements with external auditors and supervise the preparation of audit work papers and documents.

Requirements:

- Prior experience with school finance preferred.
- Bachelor's degree or similar work experience in accounting, finance, or business.
- Successfully pass criminal background check.

Compensation:

- Dental, vision and health.
- Salary range \$75,000-\$90,000 depending on credentials and experience.

Please send Resume and letter of interest to:

Jhamlin@edpartners.net