

**JOB POSTING *for***  
**ELLIS COUNTY AUDITOR**

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**Introduction**

The District Court Judges of Ellis County, Texas, seek a professional individual with the requisite competence and experience, and the ability to work well with many different individuals and stakeholders, who will handle the duties of Ellis County Auditor with excellence and integrity.

**Position**

Ellis County Auditor

**Position Summary**

The position of Ellis County Auditor encompasses all aspects of governmental accounting in accordance with GAAP and GASB, reporting and compliance, safeguarding of assets, financial leadership, budgeting, forecasting, management of an office with five employees, systems maintenance, and traditional audit functions – all within a county governmental environment requiring clear and helpful communication, and proactive financial stewardship.

**Qualifications**

- Four year college degree, preferably a bachelor's degree in business administration with a major in accounting or finance, or an equivalent master's degree
- Minimum of 5 years accounting/financial experience, with experience in governmental and fund balance accounting preferred
- Licensed Certified Public Accountant or equivalent professional designation, license, or certification preferred
- A resident of Ellis County or be willing to move to Ellis County within 6 months of appointment preferred

**Compensation & Benefits Package**

- Annual salary is commensurate with experience.

- The county has a quality benefits package including vacation, sick leave, paid holidays, health and dental insurance, death benefits, retirement plan and a section 125 cafeteria plan with a choice of dependents' health insurance plans, disability, optical and other insurance.

**To apply for this position, you MUST submit an Ellis County Employment Application, Resume and Cover Letter to:**

**ELLIS COUNTY**

**HUMAN RESOURCES**

**101 WEST MAIN STREET, SUITE B103**

**WAXAHACHIE, TX 75165**

Applications may be downloaded from the website

**ELLIS COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER**

**ELLIS COUNTY PARTICIPATES IN E-VERIFY**

(This position will be posted for at least 21 days and can be filled at any time thereafter at the Judges' discretion)