

POSITION AVAILABLE

Director of Finance



Welcome to the City of Alcoa | EXCELLENCE IN SERVICE, QUALITY OF LIFE

www.cityofalcoa-tn.gov

CITY OVERVIEW

SURROUNDING AREA

Alcoa is located in the foothills of the Great Smoky Mountains and is part of the Knoxville metropolitan area. The city sits just south of Knoxville and is adjacent to Maryville, offering residents a balance of small-town charm and easy access to urban amenities. Over the past four decades, Alcoa and Maryville, along with Blount County, have set the standard within the State of Tennessee for intergovernmental cooperation. The City is well known regionally for the Maryville-Alcoa Greenway featuring miles of winding, paved trails for walkers and cyclists. Scenic beauty and time spent outdoors is a core part of who we are in Alcoa.



GOVERNMENT

The governing body of the City of Alcoa consists of five commissioners elected at large for four-year staggered terms. After each biennial election, the commission selects two members to serve as Mayor and Vice-mayor. The Commission appoints the City Manager who in turn employs all other department heads and employees of the City. The City of Alcoa currently employs approximately 320 individuals; this number does not include Alcoa City Schools. The city supports electric, water, sewer, and stormwater utilities and a jointly operated landfill that serves all of Blount County. These services are offered alongside our administrative operations including Human Resources, Information Technology, the Public Information Office, and Customer Service.

CITY OVERVIEW

CITY SCHOOLS

Alcoa City Government includes a Department of Education managed by a separately elected five-person school board and appointed Director of Schools. Although the City is not responsible for day-to-day operation of the school system, funding and fiscal management fall under the purview of the City Government. The school system offers K-12 education to resident and tuition students throughout four separate schools including elementary, intermediate, middle, and high school.

Alcoa City Schools consistently receives high ratings for both academic performance and extracurricular excellence. The district is committed to preparing students to be competitive upon graduation, as demonstrated by its impressive 99.4% graduation rate. Beyond the classroom, the City of Alcoa takes great pride in the Alcoa Tornadoes Football Team, which has secured an extraordinary ten consecutive state championships.



2024 Alcoa
Resident Satisfaction **90%**



**RATE THE CITY AS A
GOOD TO EXCELLENT
PLACE TO LIVE**

POPULATION
14,500
DAYTIME POPULATION
60,000

FY26 BUDGET
**\$180
MILLION**
INCLUDES
CITY SCHOOLS

Business Outlook

Home to many impressive companies, Alcoa is an economic force. In the industrial sector, Arconic, Inc., formerly known as Aluminum Company of America (ALCOA), bases its Tennessee operation here along with Clayton Homes and DENSO Manufacturing.

Due to its location between Maryville and Knoxville along with its business-friendly atmosphere, Alcoa has evolved into a major retail hub for Blount County with over 1200 businesses. Additionally, McGhee Tyson Airport [TYS] has attracted the development of numerous hotels and restaurants.

One of the largest indications of both residential and commercial growth in the area is the new mixed-use Springbrook Farm development which will include a retail lifestyle center, multi-family residential homes, single-family homes, commercial office space, hotels and restaurants. Springbrook Farm represents the rebirth of the former ALCOA Inc. (the Aluminum Company of America's) West Plant. The West Plant was the second of three massive ALCOA facilities and was in operation from 1921 to 1989. The site consists of 350 acres located in the heart of Alcoa directly across U.S. 129 from McGhee Tyson Airport. Springbrook Farm boasts restaurants and retail spaces such as Swig, Freddy's, Super Chix, Food City, the Vital at Springbrook, etc. Businesses continue to locate in Alcoa and the City is actively pushing for strategic development in this area.



The City of Alcoa is seeking a dynamic and experienced leader to serve as its next Director of Finance. The ideal candidate is a strategic thinker and proactive problem solver with a deep understanding of municipal finance and a passion for public service.

As a key member of the senior leadership team reporting directly to the City Manager, the Finance Director will be a forward-thinking professional who brings both technical expertise and exceptional leadership skills to the role. This is a pivotal position responsible for guiding long-term fiscal planning, ensuring the City's financial integrity, and advancing the City in its goals to achieve operational excellence.

The ideal candidate is someone who can translate complex financial information into clear, actionable insights for both internal and external stakeholders. They will empower staff through mentorship, foster a culture of professionalism and continuous improvement, and serve as a trusted advisor who brings a steady, informed voice to the table for decision-making.



THE PERFECT CANDIDATE

Director of Finance

Responsibilities

- Serves as Chief Financial Advisor to the City Manager.
- Forecasts and compiles financial data for the City's annual budget.
- Continuously monitors revenues and expenditures to ensure the fiscal well-being of the City.
- Prepares financial reports in compliance with GAAP and for submission for GFOA's Certificate of Excellence Award.
- Provides oversight responsibility for the annual audit process.
- Establishes and maintains internal control procedures in accordance with state and national standards.
- Supervises the collection utility payments, taxes, fees, and other receipts in accordance with laws and regulations.
- Oversees the investment of City funds.
- Directs the preparation of state and Federal reports, including tax reports.
- Develops finance-related ordinances and resolutions.

Requirements

- Bachelor's degree from an accredited college or university in accounting or finance preferred.
- Five years of progressively responsible municipal finance work along with experience in a management level position.
- Must be bondable.
- Must possess a CMFO (Certified Municipal Finance Officer) certification or ability to obtain within twelve months of appointment
- Certified Public Accountant (CPA) preferred.
- Considerable experience and knowledge in the following areas: modern governmental accounting theory, principles, and practices; public finance and fiscal planning; accounting related functions; budgetary, accounting and reporting systems, GAAFR, GAAP, and GASB; ability to prepare and analyze complex financial reports; ability to maintain efficient and effective financial systems and procedures.



WHAT WE OFFER

We believe people are our greatest asset. We offer competitive pay and benefits including health insurance, state retirement plan (TCRS), 401K, paid time off, and more. Salary range for the position is \$112,737 - \$167,358.

HOW TO APPLY

Applications will be received online at www.cityofalcoa-tn.gov until the position is filled.

Further inquiries should be directed to:

Melissa Thompson

Director of Human Resources
and Administrative Services
(865) 380-4753

mthompson@cityofalcoa-tn.gov

The City of Alcoa is an Equal Opportunity Employer.



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