




Post Office Box 309, Boonville, NC 27011  
 533 N Carolina Avenue Highway 601 N  
 Telephone (336) 367-7251 – Fax (336) 367-3637  
 Serving: Davie, Stokes, Surry, and Yadkin Counties

***YVEDDI provides equal employment opportunities for everyone. No person shall be discriminated against because of race, religion, color, sex, age, national origin, disability, political affiliation or veteran status.***

<b>To:</b>	<ul style="list-style-type: none"> <li>• Interested Persons</li> <li>• N.C. Works (ESC)</li> <li>• Indeed, LinkedIn, Facebook, Twitter</li> <li>• Local YVEDDI Service Centers</li> </ul>
<b>From:</b>	Kathy Payne, Executive Director 
<b>Date:</b>	February 22, 2023
<b>Re:</b>	<b>JOB VACANCY</b>
<b>Position Title:</b>	<b>Finance Director</b>
<b>Location Address:</b>	533 NC Ave, Hwy 601N, Boonville, NC 27011
<b>Work Schedule:</b>	Generally M-F, 8:00-4:30 PM, remote work may be considered for a portion of the week
<b>Wage Range:</b>	<b>Please send resume and cover letter with salary requirements to <a href="mailto:jphillips@yveddi.com">jphillips@yveddi.com</a> (Subject line: Finance Director).</b>
<b>Benefits:</b>	Health and Life Insurance, 12 paid holidays, Vacation and Sick Leave (paid time off), Retirement Plan. Optional accident, vision, dental, and LegalShield
<b>Starting Date:</b>	TBD
<b>Job Objective:</b>	The <b>Finance Director</b> ensures legal and regulatory compliance of all accounting and financial systems under the supervision of the Executive Director. Position is responsible for monitoring and maintaining internal controls, cash management, monitoring financial systems and reporting, technical support, purchasing management, audit coordination, banking, and supervision of fiscal staff. Requires the ability to communicate complex financial information to a variety of listeners.
<b>Education Requirements:</b>	BA degree in Business Administration, Finance or Accounting and 5 years related experience.
<b>Other Requirements:</b>	Candidate must be able to pass a background check. Employment conditional pending the outcome.
<b>Close Out Date</b>	Until filled
<b>Contact:</b>	Employment Application available for download at <a href="http://www.yveddi.com">www.yveddi.com</a>

***Employment with YVEDDI is "at will". You or YVEDDI may end your employment with us at any time for any reason within applicable state and federal laws.***