

Position Announcement

Organization: City of Woodbury, Minnesota

Position: Assistant CFO/Budget Manager

Anticipated Hiring Range: \$115,162 to \$149,710 (2027 Proposed Salary Range: \$133,936 to \$174,120)

Benefits: Comprehensive including employer provision and participation to group medical, dental and life insurance, employee assistance, short-term and long-term disability, as well as multiple voluntary benefits. For more information, visit <https://www.woodburymn.gov/1038/Employee-Benefits>.

Application Deadline: August 31, 2026

Job Summary: The primary objective of this position is to perform advanced fiscal analysis in support of the preparation and administration of the operating budgets, Capital Improvement Plan, and 10-year financial projections. This position will also provide professional and highly technical accounting work, assist in maintaining the accounting functions of the City by ensuring the accuracy of accounting procedures and providing assistance to the Deputy City Administrator and Chief Financial Officer/Controller. View the full position profile at <https://www.ddahumanresources.com/active-searches>.

Minimum Qualifications:

- Bachelor's degree in Accounting
- Five (5) years of progressively responsible experience in a municipal or county accounting position
- Three (3) years of progressively responsible experience in municipal or county budgeting and financial planning
- Three (3) years of supervisory experience in a municipal or county management and finance position

Desired Qualifications:

- CPA certificate holder, CPA licensed, or Certified Public Finance Officer (CPFO) through GFOA

Apply: Visit <https://daviddrown.hiringplatform.com/414451-woodbury-assistant-cfo-budget-manager/1566778-application-form/en> and complete the application process by August 31, 2026.

Please direct any questions to Liza Donabauer at liza@daviddrown.com or 612-920-3320 x111.