

Printed for: Edward - 50% Strong GOT



Treasurers & Controllers

Also called: Chief School Finance Officer, Controller, Finance Director, Treasurer

What they do:

Direct financial activities, such as planning, procurement, and investments for all or part of an organization.

On the job, you would:

- Develop internal control policies, guidelines, and procedures for activities such as budget administration, cash and credit management, and accounting.
- Coordinate and direct the financial planning, budgeting, procurement, or investment activities of all or part of an organization.
- Maintain current knowledge of organizational policies and procedures, federal and state policies and directives, and current accounting standards.

Knowledge

Business

- accounting and economics
- management

Math and Science

- arithmetic, algebra, geometry, calculus, or statistics

Arts and Humanities

- English language

Safety and Government

- law and government

Skills

Basic Skills

- thinking about the pros and cons of different ways to solve a problem
- reading work related information

Problem Solving

- noticing a problem and figuring out the best way to solve it

People and Technology Systems

- thinking about the pros and cons of different options and picking the best one
- figuring out how a system should work and how changes in the future will affect it

Abilities

Verbal

- communicate by speaking
- listen and understand what people say

Math

- choose the right type of math to solve a problem
- add, subtract, multiply, or divide

Ideas and Logic

- make general rules or come up with answers from lots of detailed information
- use rules to solve problems

Visual Understanding

- quickly know what you are looking at

Personality

People interested in this work like activities that include **data, detail**, and regular routines.

They do well at jobs that need:

- **Integrity**
- **Analytical Thinking**
- **Leadership**
- **Initiative**
- **Attention to Detail**
- **Dependability**

Technology

You might use software like this on the job:

Enterprise resource planning ERP software

- Microsoft Great Plains Dynamics software
- Oracle PeopleSoft

Accounting software

- Automatic Data Processing EasyPay software
- Hyperion Enterprise

Data base user interface and query software

- Database software
- Microsoft Access

Education



master's degree or
bachelor's degree
usually needed

Job Outlook



New job opportunities are **very likely** in the future.

SALARY:

\$109,740

per year, on average

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