

Vice President of Finance

Job Details

Location: S-C-U-D Office at 420 Robert Henderson Road, Sevierville, TN

Reports To: President

Department: Finance & Administration

Work Hours: 40 hours/week. 4-day / 10-hour work week, Monday - Thursday, 7:00am – 5:30pm.

About Sevier County Utility District (S-C-U-D) and Sevier County

At S-C-U-D, our mission is to provide an economical and reliable source of natural gas to our customers in a manner that is safe and environmentally responsible. S-C-U-D has been proudly providing natural gas to 16,000+ residents and businesses of Sevier County and parts of Blount County since 1955. Nestled in the Great Smoky Mountains, Sevier County offers stunning scenery, family-friendly living, world-class attractions, and endless outdoor adventures right in our backyard. Join S-C-U-D and build a rewarding career in a place where community and quality of life come together.

Position Summary

The Vice President of Finance is a key member of the executive leadership team, responsible for overseeing and managing the financial strategy, regulatory compliance, and multiple administrative functions for the natural gas utility. This role provides strategic financial guidance, ensures sound fiscal management, and oversees multiple departments including Finance, Customer Service, Billing, and Information Technology. The Vice President of Finance plays a critical role in rate-setting, Purchased Gas Adjustments (PGA), financial reporting, budgeting and accounting functions, and long-term planning for the utility. The position also ensures accurate billing, payroll, procurement, and oversight of technology operations while fostering a culture of accountability, transparency, compliance, and service excellence.

Key Responsibilities

Financial Leadership

- Oversee all financial operations, including accounting, budgeting, audits, investments, and financial reporting.
- Coordinate, develop, prepare, and manage the utility's annual budget and long-term financial plans.
- Prepare and present monthly and annual financial statements to the President and Board of Commissioners.
- Oversee internal financial controls and ensure policy compliance.
- Manage banking relationships, debt obligations, cash flow, and reserve funds.
- Ensure compliance with federal, state, and local financial regulations.
- Coordinating the external annual audit process, ensuring timely preparation of schedules, and effective communication between auditors and accounting staff.

Rate Setting & Gas Procurement

- Lead Purchased Gas Adjustment (PGA) calculations and monthly rate-setting for natural gas services.
- Coordinate with consultant on gas purchasing to optimize costs and manage supply risks.
- Coordinate with consultant and gas suppliers to monitor market conditions and evaluate procurement strategies and contracts.

Operations Oversight

- Supervise and provide strategic direction for Customer Service, Billing, IT, and Finance/Accounting (including Payroll, Accounts Payable, Accounts Receivable and Cash Management).
- Ensure timely and accurate billing, collections, payroll, timekeeping, and vendor payments.
- Oversee and be able to utilize accounting/information systems used for purchasing, accounts payable/receivable, billing, general ledger, payroll, fixed assets, inventory, revenues, etc. and ensure the proper maintenance of all related records.
- Approve digital purchase orders and ensure purchasing policies are consistently applied.
- Involved in evaluating and implementing new technologies to improve financial operations and enhance decision-making.

Governance & Compliance

- Ensure strong internal controls, transparency, and compliance with the utility's purchasing policies.
- Report any irregularities or risks to the President and Board as required.
- Collaborate with auditors, regulators, and the Tennessee Comptroller's Office for reporting.
- Maintain and strengthen a culture of accountability and ethical conduct across all departments.

Leadership & Management

- Supervise department heads (Finance Manager, Customer Service Manager, and IT Manager).
- Provide mentoring, leadership, training, and professional development for staff.
- Foster collaboration across departments to improve efficiency and customer service.
- Serve as the primary financial advisor to the President and Board of Commissioners.

Qualifications

Education & Experience

- Bachelor's degree in Accounting, Finance, Economics, or related field required (Master's or MBA preferred).
- CPA designation required.
- Minimum 10 years of progressively responsible financial leadership experience, preferably in a utility or government agency, with at least three years supervisory experience.
- Experience with gas purchasing, rate setting, and public utility finance is desired.
- Experience with enterprise systems and utility billing software is desired (we use Central Service Association, CSA).

Knowledge & Skills

- Strong understanding of GAAP, governmental accounting standards, and utility rate-making principles.
- Extensive knowledge of the principles and practices of the financial administration and acceptable accounting practices and reporting requirements utilized by public utilities in the State of Tennessee.
- Extensive knowledge of commonly utilized public accounting practices and procedures including fund accounting, amortization and depreciation schedules, use of internal controls, debt funding, etc.
- Extensive knowledge of the laws and regulations pertaining to the management of and accounting for public, private and non-profit funds including all applicable IRS rules and regulations, GAAP, GASB, applicable T.C.A. statutes and Sarbanes-Oxley regulations.
- Extensive knowledge and experience in budgeting, forecasting, and financial modeling.
- Knowledge of natural gas procurement practices and market dynamics.
- Proficiency with financial systems, billing software, and Microsoft Office Suite, particularly Excel.
- Excellent leadership, communication, and problem-solving skills.
- Ability to work effectively with employees, regulators, auditors, and governing boards.

Other Requirements

- Must possess and maintain a valid driver's license and the ability to be insured at standard vehicle liability rates.
- Physical - This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently to lift, carry, push, pull, or otherwise move objects. Work involves sitting most of the time, but also requires reaching, standing, walking, and performing repetitive motions. The employee is not subject to adverse environmental conditions.
- Minimum travel may be required to attend natural gas conferences or training.
- Sevier County Utility District is part of the Tennessee Drug Free Workplace Program. Drug screens are required.

Compensation & Benefits

- S·C·U·D offers competitive pay based on experience and qualifications.
- S·C·U·D provides an exceptional benefits package including medical, dental, vision, long-term and short-term disability, life insurance, paid holidays/leave time, wellness program.
- Tennessee Consolidated Retirement System (TCRS) Legacy Retirement Plan helps you secure your financial future. Employee contributes 5% and S·C·U·D matches 5%.
- Benefits start on your first day of employment.

Application Process

- Interested candidates should submit an application and resume online at: <https://www.scudgas.org/about/career-opportunities/>
- Questions may be emailed to: hr@scudgas.org
- Applications will be reviewed on a rolling basis until the position is filled.
- Sevier County Utility District is an Equal Opportunity Employer.