



**METROPOLITAN
ST. LOUIS
SEWER DISTRICT
ASSISTANT TREASURER**

METROPOLITAN ST. LOUIS SEWER DISTRICT ASSISTANT TREASURER

THE POSITION IN BRIEF

The Metropolitan St. Louis Sewer District (MSD) desires Assistant Treasurer candidates who are trustworthy, accountable, flexible, analytical, and likable with demonstrated financial and administrative management expertise in the safe collection, receipt, and custody of District funds. The Assistant Treasurer ensures the District's banking activities, investments, debt management, and public records are maintained appropriately and provides oversight for the investments of the employee benefit plans and shares with the Board Secretary requirements for the Board of Trustees. This role is an assistant director position reporting directly to the MSD Treasurer.

THE COMMUNITY

St. Louis has long been a destination for many: immigrants in search of a new life and economic prosperity; and explorers charting the unknown wilds of the frontier. These and the countless others who have journeyed through St. Louis have all added to the area's rich diversity and made it one of the most dynamic regions in the nation. Modern metropolitan St. Louis, now home to 2.8 million people, encompasses 6,400 square miles and is one of the 20 largest metropolitan areas in the United States.

The St. Louis region's economy is well diversified, with the agriculture, financial services, food and beverage, healthcare, military, biotechnology, plant sciences and telecommunications industries all having a significant presence in the area. Another integral part of the region's economic vitality is the number of highly respected colleges and universities, including St. Louis University, the University of Missouri at St. Louis, and Washington University. These and other area educational institutions offer world renowned undergraduate, graduate, and doctoral programs .

The arts, sports, and outdoor activities are all popular methods of recreation for both St. Louis area residents and visitors. Popular attractions include Forest Park, home of world class museums and the St. Louis Zoo. Fans pack Busch Stadium and the Enterprise Center to watch the St. Louis Cardinals, , and St. Louis Blues play. The city is home to the headquarters of several world-renowned businesses such as Centene, Emerson Electric, Reinsurance Group of America, Edward Jones, and Graybar Electric. In addition, the St. Louis area includes dozens of trails that provide plenty of opportunities for those who like to ride bikes, run, or walk.





THE ORGANIZATION

Founded as a special district under the state constitution in 1954, MSD combined operations for 79 separate sewer districts that had been serving the St. Louis region. In 1989, MSD took on the management of the area's stormwater sewer and treatment systems, assuming responsibility for one of the most complex sewer systems in the United States. The Mayor of St. Louis City and the St. Louis County Executive each appoint three trustees to the six-person Board of Trustees that governs MSD.

MSD is the fourth-largest sewer district in the United States managing approximately 9,400 miles of wastewater sewers, stormwater sewers, combined sewers, and force mains, as well as seven wastewater treatment plants to treat an average of 300 million gallons of water every day.

In total, MSD provides stormwater and wastewater services for approximately 1.3 million people in the Greater St. Louis area, which covers 525 square miles. MSD is also responsible for flood control along the Mississippi River, operating 25 floodwall pump stations and gate structures. Under the banner of MSD Project Clear, MSD operates as two utilities in one, investing billions of dollars over the course of a generation to improve water quality and minimize wastewater and stormwater issues by complying with state and federal regulations; planning, designing, and building community rainscaping projects; making system improvements, and performing an ambitious program of maintenance and repair.

In some municipal areas, water, wastewater, and stormwater are functions of city government. In the St. Louis area, MSD is a separate utility which is not part of St. Louis City or St. Louis County government.

MISSION, VISION AND VALUES

The **mission** of MSD is to protect the public's health, safety, and water environment by responsibly providing wastewater and stormwater management.

The **vision** of MSD is "Quality Service Always".

MSD Values:

Integrity - We believe in acting ethically at all times, treating everyone with honesty, fairness, and respect.

Teamwork - We believe in working together to accomplish our mission with open communication, trust, respect, and diversity.

Innovation - We embrace continuous improvement and new solutions to achieve excellence.

Employees - We are dedicated to developing successful, responsible, and safety conscious employees and acknowledging their contributions.

Customers - We are dedicated to building strong relationships by keeping our commitments, providing excellent service, and being transparent in everything we do.

POSITION RESPONSIBILITIES

In support of the MSD Treasurer function, the specific duties and responsibilities for this position include, but are not limited to, the following:

- Oversee cash management and cash forecasting.
- Assist in management of banking systems and relationships.
- Manage schedule of investments.
- Support debt issuance and manage debt compliance.
- Disburse funds on warrants as directed.
- Serve as the Executive Secretary to the Board of Trustees as required.

THE IDEAL CANDIDATE WILL POSSESS

- A bachelor's degree from an accredited college or university with a degree in finance, accounting, business administration, public administration, economics, or a related field. An MBA is preferred, but not required.
- Five (5) years of experience in public finance, banking, investments, and/or accounting. Ten (10) years of experience is preferred.
- Must possess or be able to possess a valid driver's license.
- Extensive knowledge of the principles, practices, and methods of financial management.
- Considerable knowledge of electronic data processing and accounting procedures.
- Considerable skill in establishing and maintaining effective working relationships.





COMPENSATION AND BENEFITS

The anticipated starting annual salary range is between \$110,000-\$125,000 based on education and previous experience. This is a full-time, exempt position with flexible start time office hours within the Metropolitan St. Louis Sewer District. MSD offers an extremely competitive and comprehensive benefits package that includes very affordable medical and dental coverage, which is also available to dependents. Life insurance, Flexible Spending Account, and vacation leave after 60 days of employment are also included. MSD also offers paid holidays, sick leave, five floating holidays, professional development, and professional memberships, as well as a Defined Contribution Plan (401a) and Deferred Compensation Plan (457).

SELECTION PROCESS

Interested Candidates must apply online with a resume, cover letter, and contact information for five professional references by January 17, 2024. **Electronic submissions are required.**

APPLY at: www.GovHRjobs.com

For questions contact:
Rodney Crain, Senior Vice President
GovHR USA
Tel: 512-426-1813

The Metropolitan St. Louis Sewer District is committed to compliance with the American Disabilities Act and is an Equal Opportunity Employer. Diversity and inclusion are critical to our success. We seek to recruit the most talented people from a diverse candidate pool and strongly encourage women, people of color, LGBTQ individuals, people with disabilities, and veterans to apply.