Director of Finance

Interview Question Suggestions

* Start by sharing a bit about yourself, not necessarily what’s on your resume, whatever you’d like to share to help us get to know you a little better.
* Briefly tell us why you and this position are a good match at this point in your career. (Why are you looking for another position; where does it fit into your long-term career plan, what is particularly attractive about this opportunity, etc.?)
* What gaps might there be between your education/experience and the desired attributes of the job profile? Are there mitigating factors or actions that could be taken to mitigate those gaps?
* Describe your understanding of the role of the Director of Finance as it relates to that of the City Manager and City Council.
* What specific actions do you believe will help ensure a positive working relationship and communication between you and City Officials? *(Possible follow-ups: what is your preferred communication style? If an individual council member were to make a request or offer direction, how would you respond? Please use examples from your experience to illustrate your thoughts.)*
* How would you go about staff development, succession planning and building bench strength across the Finance/Treasurer’s department?
* Tell us about your experience building teamwork and collaboration. Share an example of a time you were able to gain the trust of an existing team and achieve positive outcomes.
* *Technical Question*
* *Technical Question*
* Talk about the analytical tools with which you feel competent and give us an example of a time when you used those tools to define problems or develop solutions.
* Share and describe the examples of the reports you have developed in the past. What was the data source? What was the purpose of the reports? How did the reports advance decision-making?
* Is there anything else that you would like to add to help us make our decision?
* What questions do you have for us/me?