

Maryland State Agency Job Announcement
Executive Service



Maryland
STATE
TREASURER

Investing for Maryland's future.

MARYLAND STATE TREASURER'S OFFICE
Treasury Management Division

Executive VI – Director of Treasury Management

\$92,333 - \$123,236 (Salary Guidelines apply for State Employees)

**** CLOSING DATE: May 27, 2018**

THIS IS A POSITION SPECIFIC RECRUITMENT

The Maryland State Treasurer's Office is seeking an Executive to serve as the **Director of Treasury Management**. This position is responsible for all activities performed by the Banking Services Unit as well as the Investment Unit. The person who will ultimately fill this position will be responsible for translating the agency mission and strategy into daily operations and building the organizational support needed to achieve that mission within the Treasury Management Division. Some of the principal duties include, but are not limited to the following:

- Managing the daily operations of the Banking Services Unit; including reconciliation of the State's main bank accounts, processing of bank adjustments and posting of transactions in excess of \$175 billion to the State's general ledger annually.
- Managing the State's \$6.7 billion investment portfolio in order to meet the State's daily liquidity requirements.
- Acting as a liaison between the banks and State agencies. Authorizing and implementing new services offered by the banks to solve problems identified by the agencies in their effort to serve the public.
- Ensuring protection of State funds on deposit through the monitoring of accounts and collateral balances.
- Drafting legislation relative to investments affecting public entities throughout the State.
- Performing monthly interest allocation from the State's investment portfolio to State agencies
- Overseeing the \$4 billion Local Government Investment Pool.
- Monitoring securities lending activities.
- Identifying the needs of the division and manage the professional development of the staff in order to facilitate the goals of the department.
- Independently analyzing the current operations and structure of various programs and systems and improve efficiency in providing services to all State agencies.

The chosen candidate will need to identify and support business transformation and productivity initiatives that improve efficiency and execute operations while leading, inspiring and developing a high quality, talented team capable of supporting the needs of the agency. Candidates must have excellent organizational, communication and people skills. Additionally, must be effective at team-building, and must be able to demonstrate the ability to work as a hands-on manager. The incumbent must possess the highest level of integrity and professional judgment. Candidates should possess a strong financial background.

This is a full-time position with MD State employment benefits which include: paid holidays, vacation, sick and personal days; medical and dental plans; pension plan; 401k/457 plans; employee credit union; direct deposit; paid parking.

MINIMUM QUALIFICATIONS:

- Bachelor's Degree from an accredited four year college or university.

PREFERRED QUALIFICATIONS:

- Post graduate education from an accredited college or university in public administration, public policy, business administration, finance, economics or related field
- 10 or more years of managerial experience, at least 5 of those years in a financial environment

Notes: Applicants will be subject to a background investigation to include credit, criminal and driving history.

Job opportunities within the Maryland State Treasurer's Office are now accessible through *JobAps*, the new Statewide Recruitment, Examination and Applicant Tracking System. By using the Department filter and highlighting "Office of the Treasurer", you can view all active recruitments within our agency. First time users can register for an account by selecting a position to apply for, choosing "I am a new user" at the bottom, then keying in the necessary fields. [Click here](#) to apply.

Please upload a current resume' for this recruitment.

If you do not have access to the Internet and need to fill out a paper application, please forward to:

Maryland State Treasurer's Office
80 Calvert Street, Room 109
Annapolis, Maryland 21401
Attn: Human Resources
or
FAX: 410-260-4090

As an equal opportunity employer Maryland is committed to recruiting, retaining and promoting employees who are reflective of the State's diversity.

TTY Users: Call via Maryland Relay

This is an Executive Service position which serves at the pleasure of the Maryland State Treasurer and her designated appointees.