

FDOT – Assistant Secretary for Finance and Administration
Position Number: 55000590
Recruitment Salary Range: \$127,400.00 - \$136,586.32
Advertisement Period: November 9, 2011 – December 9, 2011

The FDOT is seeking applicants for the position of Assistant Secretary for Finance and Administration. Applicants must possess excellent leadership skills; be able to develop and implement strategies; and, be able to manage a diverse staff. This Executive Level Management position serves as an advisor to the Secretary of the FDOT and oversees five management positions: Comptroller, Director of Administration, Director of Information Systems, Director of Work Program and Director of Personnel; serves as a member of the Executive Board and addresses statewide issues related to policy, procedure, and administrative and finance operations; represents the department to the Florida Legislature, state and local governments, and the public. Additional information regarding this position is available on the People First website <http://peoplefirst.myflorida.com/>. A criminal background check and pre-employment drug screening will be conducted on the successful applicant. The successful candidate's driving history will be reviewed for compliance with the Department's Driver's Record Requirements Policy.

State of Florida on-line applications are preferred and should be submitted through the website above. If you need assistance, call 1-877-562-7287 (TTY applicants call 1-866-221-0268). Current State of Florida applications may be faxed to People First @ 1-904-636-2627.

The FDOT is an EEO/AA/DFWP Employer.