

The right place in Texas™



Chief Financial Officer

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Governance & Organization

Incorporated in 1927, the City of Odessa operates under a Home Rule Charter and functions under the Council-Manager form of government. The City Council determines the policies of the local government and enacts local laws necessary for the protection of public health, safety, and welfare. There are five district council members, one council member who serves at-large, and a Mayor. The elected officials serve four-year staggered terms. The Council appoints the City Manager, who serves as the Chief Administrative Officer and is responsible for the day-to-day operations of the city.

The city provides a full range of municipal services to support its residents, businesses, and visitors. City services are delivered by 1,114 budgeted full-time equivalent employees. The city's current General Fund budget expenditures total \$309.9 million, and they have adopted a 2025 tax rate of \$0.470700 per \$100 of valuation. Enterprise funds totaled \$321.7 million last year. Odessa's sales tax typically rivals or exceeds property taxes as a revenue driver.

Economic Growth



Odessa is a dynamic and expanding community where economic opportunity and quality of life go hand in hand. The city offers more than a strong business environment, it fosters a welcoming atmosphere that supports both professional success and everyday living.

Strategically located in the heart of the Permian Basin, Odessa has built a longstanding reputation on its abundant natural resources. As the largest oil and gas-producing region in the United States, the basin has shaped Odessa's economic foundation. This energy advantage, paired with modern infrastructure, a highly capable workforce, and a business-friendly climate, makes Odessa a compelling destination for investment and growth.

In recent years, the local economy has experienced significant diversification. An increasing number of businesses across a range of industries have established operations in Odessa, positioning the city as a key distribution hub for national and international companies beyond the energy sector.

This momentum is reflected in Odessa's strong growth outlook. The population is projected to surpass 215,000 by 2040, while employment is expected to grow at an annual rate of 1.7%, generating more than 37,400 new jobs. Real personal income and retail sales are forecast to rise by 3.81% and 4.13% per year, respectively. By comparison, Texas overall is projected to see output growth of 3.25% annually through 2040, with statewide employment expanding at the same 1.7% annual rate.

The Position

The City of Odessa is seeking a strategic, experienced Chief Financial Officer (CFO) to serve as the City's senior financial leader and trusted advisor to the City Manager, who serves as the Chief Administrative Officer, and City Council. Reporting directly to the City Manager, the CFO provides executive leadership over all financial functions and ensures sound fiscal stewardship in support of organizational priorities and community needs.

The CFO plans, organizes, and directs the City's financial operations, including accounting, budgeting, debt and cash management, investments, audits, grants administration, financial reporting, and internal controls. The position oversees the Finance Department and ensures compliance with applicable federal, state, and local financial regulations and governmental accounting standards.

As a key member of the executive leadership team, the CFO supports strategic planning initiatives by establishing financial benchmarks, developing long-range financial strategies, and advising on policy development, resource allocation, and financial sustainability.

Key Responsibilities

- Serves as Director of Finance and principal financial advisor to the City Manager and City Council.
- Oversees the City's operating and capital budget processes, financial forecasting, and long-term financial planning.
- Directs accounting, audits, investments, debt management, payroll, billing, grants, and financial systems.
- Develops and enforces financial policies, procedures, and internal controls to promote transparency, accountability, and best practices.
- Analyzes financial trends and operational data; prepares and presents clear, accurate financial reports and recommendations in public settings.
- Leads, mentors, and develops Finance Department staff while promoting a culture of professionalism and continuous improvement.
- Coordinates financial matters with state, regional, and federal agencies and external auditors.

The CFO will be a collaborative and ethical financial leader with strong municipal finance experience, excellent communication skills, and a commitment to public service. The right candidate will combine technical expertise with strategic vision to support Odessa's long-term financial success.

The CFO we're looking for

Minimum Qualifications

- Bachelor's degree in Accounting, Finance, or Business Administration; AND five years' experience managing government financial operations; OR an equivalent combination of education, training, and experience.
- Municipal fund accounting experience is required.

Preferred Qualifications

- Master's Degree in Accounting or related field.
- Certification as a Certified Public Finance Officer (CPFO), Certified Government Financial Manager (CGFM), or Certified Government Finance Officer (CGFO) is preferred. Candidates not holding one of these certifications at the time of hire are expected to maintain adequate progress toward achievement within two years. Additional specific technical training and certifications may be required.

Preferred Knowledge, Skills, and Abilities

- GASB, FASB, GFOA standards; GAAP/GAAS; and applicable federal, state, and municipal financial regulations.
- Public sector financial management, including budgeting, accounting, payroll, treasury, grants, and debt.
- Legal, ethical, and professional standards governing municipal finance.
- Principles of public administration, including procurement, contracting, personnel rules, and performance management.
- Financial systems, general ledger functions, reconciliations, and spreadsheet-based software tools.
- Interpreting and applying accounting standards, financial policies, and regulatory requirements.
- Analyzing complex financial data, evaluating alternatives, and developing sound recommendations.
- Monitoring financial activities to ensure accuracy, compliance, and internal control.
- Managing multiple priorities, evaluating workflow, and exercising independent judgment.
- Leading and supervising staff, delegating work, and fostering effective teamwork.
- Communicating clearly and professionally, both verbally and in writing, and building collaborative working relationships.

Opportunities

- Key member of Odessa's Executive Leadership Group who will be able to build your own team
- New City Manager/Chief Administrative Officer in a fast growing, resource rich city with complex financial dynamics
- CFO who steps in this position gets to operate at a level that many similarly sized cities cannot offer
- Kind of work that builds a legacy and strengthens a city's long term resilience
- Build a culture of accountability and customer service
- High visibility in the Texas Municipal Finance Community
- Opportunity to strengthen public trust

Challenges

- Economy that is heavily influenced by oil and gas
- Boom and bust cycles that could complicate forecasting
- Pressure to maintain service levels during downturns



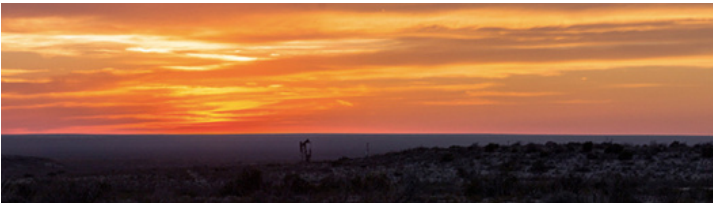
Compensation & Benefits

The City of Odessa is offering a salary range of \$175,000 to \$215,000 for this position commensurate with experience and qualifications. The organization also provides a competitive benefits package including medical insurance with dental and vision options which are paid at 100% for the employee, as well as term life insurance. Additional benefits include paid holidays and a generous paid time off allowance.

The City of Odessa participates in the Texas Municipal Retirement System (TMRS), which pairs a 7% employee contribution with a 2:1 employer match.

This entity is an Equal Opportunity Employer committed to building a workforce that reflects the diversity of the communities it serves. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, veteran status, genetic information, or any other protected status under applicable law.

Welcome to Odessa



Resources

City Website

<https://www.odessa-tx.gov>

Odessa Chamber of Commerce

<https://odessachamber.com>

Odessa Economic Development Corporation

<https://www.odessatex.com>

Grow Odessa (Odessa Industrial Development Corporation)

<https://growodessa.net>

Ector County

<https://www.co.ector.tx.us>

Midland County

<https://www.co.midland.tx.us>

Ector County ISD

<https://www.ectorcountyisd.org>

The City's total operating and all-fund budget for FY 2025-26 is strategically structured to support core services and long-term stability, with an estimated operating plan around \$309 million.

Proposed property tax revenue for FY 2026 is approximately \$60.6 million, reflecting an 11.4% increase over the prior year.



The position is open until filled.
First review deadline is 5 p.m. on
February 22nd.
Please e mail your cover letter and
resume in .pdf format to
applyodessa@clearcareerpro.com
Faxed and mailed submissions will
not be considered.

For more information on this position
contact:
Kelly Kuentler, Vice President
Clear Career Professionals
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kelly@clearcareerpro.com



A special episode of The Clear Voice
podcast featuring Odessa leaders and
an in-depth discussion of this
opportunity will be released alongside
this brochure.

Follow The Clear Voice on Spotify,
Apple, Amazon Music, or YouTube to
listen and learn more about Odessa's
vision and priorities.

Candidate materials will be screened
in relation to the criteria described in
this brochure. Candidates deemed to
be the most highly qualified will be
invited to participate in the selection
process. The selection process will
include virtual interviews with the
most qualified candidates and final
interviews with the City and its
representatives. Appointment is
subject to completion of a thorough
background and reference verification