



Executive V “Manager of State Debt”

\$80,160 - \$106,940 (Salary Guidelines apply for State Employees)

The Director of Debt Management is responsible for issuing, monitoring and managing the State’s General Obligation Bonds, supervising the State Capital Lease Financings, coordinating Internal and External Reporting on the State Debt Program as well as handling the Procurement of Financial Services for the State and State Agencies.

- Coordinating issuance, management, and payment of debt service of State General Obligation Bonds
- Serving as liaison with Rating Agencies
- Tracking authorizations, issuances and expenditures
- Complying with all IRS post-issuance requirements including the monitoring of private activity, arbitrage, and spending deadlines
- Making prompt and complete disclosures
- Coordinating the preparation of the public debt budget with the Department of Budget and Management
- Preparing reports and financial documents which include Official Statements, Anticipated Debt Reports and Legislative Reports
- Developing and implementing policies and procedures for Fixed and Variable Rate Debt, SWAPS and Taxable Debt
- Procuring Financial Services to include Financial Advisors, Underwriters, Escrow Agents and Fiscal Agents
- Staffing the Capital Debt Affordability Committee and the Commission on State Debt and prepare the Annual Reports

Educational Requirements: Bachelor’s Degree in Finance or Accounting. Post Graduate work preferred.

The ideal candidate will have 10 years of financial experience specifically in Debt Management, 5 of which are in the Public Finance field, as well as 5 years of direct management experience; demonstrated ability to communicate complex financial topics and work effectively with others; excellent written and verbal communication skills; familiarity with GAAP, GASB and SEC reporting requirements; and experience with Bloomberg, Parity, Munease or other Debt Management programs. Knowledge of State Government preferred.

This is an Executive Service position which serves at the pleasure of the Maryland State Treasurer and her designated appointees. State employment benefits are included, such as paid holidays, vacation, sick and personal days; medical and dental plans; pension plan; 401k/457 plans; employee credit union; direct deposit; paid parking.

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

TO APPLY: Resumes will be evaluated based on the materials submitted in relation to the position requirements. Therefore, it is important to provide complete and accurate information to describe your prior training and experience. Please send resume, copies of college degree/transcripts, and references to:

**MD State Treasurer’s Office
Personnel Office – “Director of Debt Management”
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