

## Quick Employment

**Financial Accountant** - Downtown Full Time (40 hours) Monday - Friday, 8:00am-5:00pm. The pay rate is \$25.50-\$26.50/hr. This is a great company to work for with excellent benefits when you become a permanent employee.

**Job Summary:** Utilize principles of accounting to secure financial operations by monitoring and reviewing financial reporting using Oracle financial systems and other accounting systems as assigned

### **Responsibilities**

- Assists supervisor of general accounting in developing, analyzing, recommending, and implementing accounting improvement procedures throughout the Authority
- Review journal entries and supporting schedules; familiarity with compliance requirements associated with the various funding agencies; plans develops, and initiates other analyses
- Assists in the preparation and distribution of financial statements
- Ensures that all deliverables comply with regulatory guidance and professional standards
- Provides accounting related assistance for compliance issues and general ledger projects
- Assist with special products assigned

### **Requirements:**

- Must have a bachelor's degree in accounting. Prior experience in government accounting or a non-profit organization
- A minimum of six (6) years of hands-on experience in accounting is required
- Must have experience with financial systems, budgets, financial reporting or auditing
- Understand accounting principles (GAAP) and must have a strong knowledge of accounting theory
- Experience using Microsoft Office applications, Word, Excel, and PowerPoint

### **Minimum Requirements:**

- Must be able to pass a background screening
- Must be able to pass a drug test

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