

POSITION OPENING

Financial Accountant

POSITION SUMMARY:

Perennial Public Power District in York, NE is accepting applications for a Financial Accountant. Under the direction of the Manager of Finance and Accounting, the successful candidate for this position will provide and maintain accurate District financial records and supporting documentation in accordance with Rural Utilities Service Uniform Systems of Accounts and generally accepted accounting practices and procedures.

MAJOR RESPONSIBILITIES:

- Performs payroll accounting including entering individual employee time records, deductions, and accruals; printing payroll checks; preparing and submitting tax reports and ACH records.
- Processes accounts payable including the reconciliation of purchases received with supplier's invoices; prepares checks for signatures and accounts payable reports.
- Administers and maintains materials inventory, transportation, and point-of-sale programs.
- Assists Manager of Finance and Accounting in the preparation of bank reconciliations, worker's compensation reporting, investment of reserve funds, and budgeting.
- Prepares a variety of financial and statistical reports.

JOB KNOWLEDGE, TRAINING AND EXPERIENCE:

Position is required to perform a variety of mathematical calculations utilizing Excel spreadsheets and make accounting entries utilizing industry specific business software in the completion of duties. An excellent knowledge and understanding of general ledger and financial statements is required. Experience with generally accepted accounting practices and procedures is required. A four-year degree in accounting, finance, or business administration is desired.

Salary is commensurate with knowledge and experience.

Visit our website at www.perennialpower.com to learn about the District and to view the complete position description and specifications.

A letter of interest and resume must be submitted by October 11, 2021 to mhaumont@perennialpower.com, or by mail to:

Perennial Public Power District
Attn: Mike Haumont
P.O. Box 219
York, NE 68467

--An Equal Opportunity Employer--