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500 Boston Avenue
PO Box 3191
Fort Pierce, FL 34948

Job Code: # 0527

<u>DEPARTMENT</u>	<u>JOB TITLE</u>	<u>SALARY</u>
FINANCE (21)	Temporary Accountant	\$20.73/Hr

NOTE: THIS IS A POSITION IS TEMPORARY .

GENERAL DESCRIPTION: Utilizing sound accounting principles, assists departmental accounting staff in performing a variety of financial accounting processes for a municipal utility with a focus on capital project closings. Reports to, and receives general direction from the Controller.

ESSENTIAL MINIMUM EDUCATION & EXPERIENCE: Graduation from an accredited college or university with a Bachelor's Degree with a major in Accounting, Finance or Business Administration and three (3) years experience in accounting. Experience in the use of Microsoft Office is essential, demonstrated by achieving a score of at least 80% on basic Excel and 70% on basic Word. Utility accounting experience and certification preferred, but not required.

ESSENTIAL PHYSICAL SKILLS: Sedentary work that involves sitting most of the time with some walking and standing. Occasional moderate lifting and carrying (15 to 44 pounds); reaching above shoulder; use of fingers, both hands required; good near vision and hearing; frequent use of personal computer and performance of routine keyboard operations; use of other office equipment. Reasonable accommodations will be made for otherwise qualified individuals with a disability. Temporary modifications to provide reasonable accommodations do not waive any essential functions of the job requirements.

ENVIRONMENTAL CONDITIONS: Inside work in climate controlled environment.

To view the entire job description and to apply for this position

please go to www.FPUA.com > Careers

OPENING DATE: 04/04/18

CLOSING DATE: When Filled

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, medical condition or disability. Following a formal offer for employment, all applicants are subject to physical examination including a drug test and background verification, including but not limited to one or more of the following areas: employment, motor vehicle, criminal, credit, education.