

Current Openings

Accountant I or II

Type: Full Time, Benefitted

Salary/Pay Rate: \$20.45 to \$37.53/hour Depending on qualifications and experience

Posted Date: 01/07/2019

CLOSING DATE: Open until filled. Department will begin reviewing applications January 17, 2019. Position can close any time after this date. However, applications will continue to be accepted until position is filled.

SUMMARY: Under the general supervision and direction of the Deputy Finance and Information Technology Director or City Treasurer, produces and provides the necessary information to departments in the budget report process as well as other general duties. Performs professional level accounting duties requiring advanced accounting knowledge.

Accountant I or II classification depends on government accounting experience.

MINIMUM REQUIREMENTS: Requires a bachelor's degree in accounting or related field. Master's degree in accounting and/or CPA or CPA candidate preferred for Accountant II. Accountant II requires three years of governmental accounting or other closely related work experience. May substitute year-for-year any equivalent combination of experience and education. Requires a valid Utah Driver's License. Knowledge of general and governmental accounting principles and practices; payroll practices; general office procedures; City Ordinances; personnel, tax, and payroll laws. Responsibility for important City records dealing with confidential matters; great responsibility for the care, condition, and use of materials, equipment, money, and tools. Ability to professionally furnish and obtain information from other departments; contact with other department, requiring tact and judgement to avoid friction; constant contact with the public presenting data that may influence important decisions. Communicate effectively verbally and in writing. Tool, Machine, Equipment Operation: Requires regular use of office equipment including a personal computer (spreadsheet and word processing), 10-key, printer, copier, and telephone system.

NOTE: Applications may only be submitted online at www.sandycity.jobs. If you don't have access to a computer you can visit Sandy City Human Resources office to apply at 10000 Centennial Parkway (10000 So. 170 W) Sandy Utah. Sandy City will provide reasonable accommodations for any applicant during the examination and selection process. If you have special needs or questions, please call 801-568-7151. Sandy City does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity, genetics, protected veteran's status or other classes protected by applicable federal, state and local employment law. Sandy City is a drug-free workplace and an Equal Opportunity Employer. Must pass drug test before hire.