



400 South Federal Highway
Hallandale Beach, FL 33009
Phone: (954) 457-1345
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Senior Accountant – Financial Reporting/General Ledger

SALARY RANGE: \$56,000 - \$94,000

OPENING DATE: November 1, 2017

CLOSING DATE: Open Until Filled

NATURE OF WORK:

Provides professional accounting work with the City's Finance Department, reviewing and recording complex financial accounts and preparing financial reports. This position applies advanced accounting principles, policies and procedures in the effective, efficient, and timely performance of accounting functions: accounts payable, accounts receivable, payroll, fixed assets, annual audit, cash and investments, debt obligation, year-end closing, and the general ledger. Work is performed under direction with considerable latitude in the use of initiative and independent judgment. Position seeks technical guidance only on unusual or complex problems or issues.

Full job description available to view: <https://goo.gl/wF7hfg>.

MINIMUM QUALIFICATIONS:

Preference will be provided to candidate that has experience in the financial reporting/general ledger functional area.

REQUIREMENTS:

Education and Experience:

Bachelor's degree in accounting, finance or related field; supplemented by five or more years' progressively responsible experience in professional accounting, preferably in a governmental environment, and one or more years' experience leading the work of others; or an equivalent combination of education, certification, training and/or experience. Must have National Incident Management System (NIMS) certification (IS 700, 800, 100 and 200), or obtain within one year of employment. Certified Public Accountant (CPA), Certified Government Finance Officer (CGFO), or Certified Professional Finance Officer (CPRO) preferred.

In addition to meeting the minimum qualifications listed above, an individual must be able to perform each of the established essential functions in order to perform this job successfully.

ADDITIONAL INFORMATION:

Applicants who demonstrate they meet the minimum requirements may be subject to an extensive selection process and screening program, which may include, but not be limited to, evaluation of training and experience background investigation; medical evaluation; controlled substance screen.

Applicants are required to sign an affidavit for non-use of tobacco products in order to be considered for employment.

Preference will be given to certain veterans, spouses of veterans, or un-remarried widows/widowers of veterans. Proof of veterans' eligibility must be provided at time of application. EOE M/F/D/V.

DOCUMENTATION MUST BE PROVIDED AT TIME OF APPLICATION, DEMONSTRATING APPLICANT MEETS POSITION REQUIREMENTS.

Apply online at www.hallandalebeachfl.gov