

Part-Time Finance Technician, \$16.15/hour, open until filled

General Definition of Work: Under the general supervision of the Administrative Services Director, this position works closely with each member of the Finance Division on a wide range of accounting, analytic, and technical tasks. Work is performed with some latitude for independent judgment and initiative within established guidelines and procedures.

Essential Functions/Typical Tasks: Payroll accounting; budget analysis; grant/contract management; fixed assets; accounts receivable; accounts payable; cash receipts; cash disbursements.

<http://www.stpetebeach.org/city-department/city-manager/human-resources.html>