

ACCOUNTANT

The City of Newport will be hiring an exceptional individual for the newly created position of Accountant, a full-time, fully benefitted position. The starting salary is \$40,624.

See the Job Description on the City's Web Site <http://www.newportoregon.gov/> for duties and responsibilities of this position.

It is important to emphasize that this position will be expected to backup the Municipal Court Clerk and to assist in utility billing and cash receipting.

The City is in the process of converting to a new financial system, and the chosen individual will participate in the final stages of that software conversion.

The position requires dealing with sensitive and confidential materials.

Desirable qualifications include an Associate or Bachelor of Science degree in Accounting, plus at least two years experience in an intense municipal government environment setting. Direct experience with payroll and accounts payable highly preferred but not necessary. We will consider applicants whose education and experience ranges from that of a newly minted accountant, with minimal experience, to a seasoned full-charge bookkeeper who is actively pursuing additional training and education.

Applications and complete job announcement are available from Oregon State Employment Division, or on the City of Newport website at www.NewportOregon.gov Applications must be received by June 18, 2012, at City of Newport, 169 SW Coast Highway, Newport, OR 97365 ATTN: Assistant Finance Director. EOE.