

**Order Number:**

NY1511467

**Date Job Order Received:**

09/16/2024

**Number of Openings:**

1

**Company Name:**

Jefferson Lewis BOCES

**Job Title:**

Accountant

**Minimum Experience Required:**

1 year

**Job Description:**

TITLE: Accountant LOCATION: Jefferson-Lewis BOCES with initial assignment at Indian River Central School, Philadelphia, New York RESPONSIBILITIES/DUTIES: This position involves responsibility for planning, implementing and monitoring accounting and fiscal management functions in a medium to large size department or agency. The work includes analyzing and monitoring program funds, grants and expenditures, developing accounting systems, furnishing periodic financial reports and overseeing account keeping activities for the use of independent judgment in carrying out details of the work. Supervision is exercised over the work of subordinate employees engaged in account keeping activities. The incumbent does related work as required. QUALIFICATIONS: Graduation from a regionally accredited or NYS Registered with a bachelors degree in accounting, business or public administration, economics or related field, including or supplemented by 18 semester credit hours in accounting, and one year of accounting or auditing experience involving the maintenance or auditing of double entry books of a business, including the general ledger, or in the maintenance of governmental agency books involving appropriation accounting and the preparation of budget and financial reports. Applicant must meet civil service requirements and pass a civil service examination with results being reachable status. COMPENSATION & BENEFITS: \$50,000-\$55,000. Commensurate with experience in keeping with the current agreement. Health insurance, which includes vision & prescription coverage, NYS Retirement membership, tax deferred annuities, employee assistance program, and generous vacation, sick and personal day policies. START DATE: As Soon As Possible CLOSING DATE: September 30, 2024 TO APPLY: Complete the on-line application and apply at <https://boces.recruitfront.com/Default> Upload cover letter, resume and transcripts with your on line application.

**Job Location:**

Philadelphia, New York

**Pay:**

\$50,000.00 - \$55,000.00 Yearly

**Benefits:**

Health Insurance, Vacation, Sick Leave, Holidays, Retirement/Pension

**Hours per Week:**

Not specified.

**Duration:**

Full Time, Regular

**Work Days:**

Monday thru Friday

**Shift:**

Not specified.

**Public Transportation:**

Information not provided.

**Minimum Education Required:**

Associates Degree

**Driver Licenses, Including Endorsements:**

No Driver License requirements specified.

**How to Apply:**

To apply, contact the employer by telephone, or on-line:

Phone: Crandall, Jenny (315) 779-7038

Web-site: <https://boces.recruitfront.com/Default>