

WEST SOUND UTILITY DISTRICT

JOB ANNOUNCEMENT

ACCOUNTING SPECIALIST

West Sound Utility District, Port Orchard, WA is seeking qualified applicants for the position of "Accounting Specialist". This position is primarily responsible for preparing, processing and/or reviewing accounts payable, fixed assets, depreciation schedules, journal entries, accounting/financial reports and special projects. This is a full time, non-union position.

The following is a summary of the salary and benefits for this position:

Salary Scale:	\$4,221 – \$5,130 per month, D.O.Q.
Holidays:	11 paid holidays
Annual	10 hours per month
Sick Leave:	8 hours per month
Retirement:	WA State PERS System
Health Care Benefits:	\$1,050 per month toward medical, dental, vision & life benefits

Minimum Qualifications: High school diploma required; Associate's Degree or Bachelor's Degree in Accounting is desirable. Minimum four (4) years of applicable accounting and direct office-related experience, preferably with a local government entity.

To Apply:

Obtain an application and job description on line at www.wsud.us, or by mail or fax by calling West Sound Utility District office at (360) 876-2545. Application, resume, cover letter & supplemental information can either be emailed to employment@wsud.us; or mailed to: West Sound Utility District, Attn: Human Resources, 2924 SE Lund Ave., Port Orchard, WA 98366; or faxed to (360) 874-5030. Resumes **will not** be accepted without a completed application and cover letter.

OPENS: August 18, 2017

CLOSES: September 18, 2017