Accountant, Town of Southwest Ranches, FL
Perform basic through intermediate professional work involving a variety of accounting tasks, involving the application of bookkeeping principles and practices in the preparation and maintenance of a variety of financial and payroll functions through the use of a computer and/or manual recordkeeping, including accounts receivable, accounts payable, and payroll functions. Associate’s degree with accounting course work required. At least one (1) year experience dealing with accounts payable as well as proficiency in Microsoft Word and Excel required. A comparable amount of training, education, or experience may be substituted for the minimum qualifications. Municipal government experience is preferred. Valid FL D/L $45,000 - $55,000 annual starting salary DOQ + excellent benefits/pension. Open until filled; initial review 11/1/2019. Submit cover letter, resume, supplemental questionnaire and completed job application to customerservice@southwestranches.org. Also, visit www.southwestranches.org for blank employment application and detailed Job Description.