



## JOB POSTING

### Accountant

The City of Greenfield is accepting applications for the position of full-time Accountant in the Finance Department.

The Accountant performs a variety of increasingly responsible accounting tasks. Responsible for processing the city's bi-weekly payroll. Requires regular application of mid-level technical accounting skills in responsibility areas. Supports the Finance Department front counter functions as necessary.

Please review the full [job description](#) for the Accountant position on the City of Greenfield's career page.

### Application Process

1. Applications are accepted through the City's online application site. Visit the City of Greenfield's career [website](#) for instructions to apply online.

*Paper applications are not accepted.*

#### **Required Education/Training and Experience**

An Associate's Degree in accounting or related field, along with a minimum of three years of experience in accounting, finance or payroll.

#### **Preferred Education/Training and Experience**

A bachelor's degree in accounting or related field, along with a minimum of two years of accounting experience preferably in a public sector.

*The City of Greenfield reserves the right to utilize equivalencies where deemed appropriate with regard to education and experience requirements and may consider combinations of education and experience likely to lead to success with essential duties and responsibilities.*

#### **Other Qualifications**

Excellent interpersonal/communication skills. Ability to deal diplomatically with the public and other city departments. Must have the ability to be bonded.

Starting salary is \$30.11 per year the 2024 Non-Represented Resolution, along with excellent benefits. Applications must be submitted no later than 11:59 pm on January 21, 2024. EOE.