

**ACCOUNTANT I:** \$3,905.55 - \$4,984.58/month. The City of Atwater is recruiting for a regular, full time Accountant I in the Finance Department. Under general supervision, to perform a variety of accounting, fiscal, and auditing work in the preparation, maintenance, and analysis of City fiscal records and financial transactions; to learn City fiscal policies, procedures, and computerized fiscal management systems; and to do related work as required. Serves as Disaster Service Worker. FLSA Status: Non-exempt. Bargaining Group: Clerical Unit.

Minimum qualifications include but are not limited to: knowledge of general accounting theory, principles, and practices and their application to a variety of accounting transactions and problems; government cost accounting and budgeting; ability to analyze and evaluate financial information, researching and gathering appropriate information to resolve problems; and ability to learn and use a computerized financial management system. Graduation from an accredited college or university with a bachelor's degree in business administration, accounting, finance, or closely related field including the equivalent of 12 semester units of college course work in elementary and advanced accounting, auditing, cost accounting, and business law. Three (3) years of professional experience in financial accounting or auditing work. And, possession of a valid California driver's license. Please refer to job description for complete listing of minimum qualifications located on the City's website.

Upon issuance of a conditional job offer, qualifying candidates may be required to successfully complete a criminal record background clearance, credit check, medical examination, and drug screen.

Applications may be obtained on the City's website [www.atwater.org](http://www.atwater.org) or picked up at City Hall and must be submitted to the Human Resources Department, 750 Bellevue Road, Atwater, CA or to [careers@atwater.org](mailto:careers@atwater.org). Final filing date: **5:00 PM, Monday, July 13, 2020.**

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