

## **ASSISTANT TOWN ACCOUNTANT**

*Town of Acushnet*

**Wanted:** Full-time Assistant Town Accountant. This is a full-time union position, working under the direction of the Town Accountant. Performs highly responsible accounting tasks, including primary responsibility for all accounts payable, warrant preparation, resolving vendor disputes, processing/posting cash receipts, the maintenance of financial records and preparation of statutory reports, tracking and recording of fixed assets, and financial monitoring of all town meeting authorized funds, as well as federal and state grants.

**Qualifications:** Bachelor's Degree in accounting or business administration or related field; two years of progressively responsible experience in professional, municipal accounting; or an equivalent combination of education and experience. Massachusetts Municipal Auditors' and Accountants' Association (MMAAA) Certification as a Certified Governmental Accountant within three years of employment required. Experience with MUNIS or Tyler accounting software desired. All applicants must be able to pass a criminal background/CORI check and a pre-employment physical including drug testing.

**Starting Salary range:** \$50,000 - \$60,000 with benefits; DOQ. Resumes will be accepted until position filled at: Town Administrator Office, Town of Acushnet, 122 Main Street, Acushnet, MA 02743 AA/EOE