Bethlehem Central School District
Support Staff Vacancy

POSTING NO.: 027      DATE: August 10, 2022
POSITION: 12 Month Accountant II
LOCATION: Bethlehem Central High School
          Business Office
          700 Delaware Avenue
          Delmar, NY 12054
DUTIES: Responsible for governmental accounting function ($103m annual budget): prepares account reconciliations and reports; works with external auditors; analyzes budget variances; prepares data submissions to state agencies; cash management; grant reporting; approves purchase requisitions. Proficiency with financial software and spreadsheets required.
QUALIFICATIONS: Bachelor's Degree in Accounting, Economics, Finance, or Business Administration with a minimum of twenty-four (24) credit hours in accounting and two (2) years of professional accounting experience.

Any candidate with an Accountant II Civil Service status may apply. In the event an Accountant II list does not exist, the successful candidate will be appointed provisionally. Candidate will be required to subsequently pass the Accountant II Civil Service exam and be reachable on the Civil Service certified list.
STARTING DATE: September 12, 2022
SALARY: $82,000 - $87,000 commensurate with experience
HOURS PER DAY: 8.0 hours per day
DEADLINE FOR APPLICATION August 24, 2022

APPLY FOR THIS POSITION ONLINE AT WWW.OLASJOBS.ORG/CAPITAL

It is the policy of Bethlehem Central School District that no person shall be subjected to discrimination on the grounds of race, color, religion, sex, national origin, citizenship status, ethnicity, creed, military or veteran status, mental or physical disability, HIV status, marital status, sexual orientation, genetic predisposition or carrier status, age, protected activity, status as a victim of domestic violence or stalking or any other classification protected by applicable Federal, State or Local Law.