

(Full time) Staff Accountant

Qualifications:

- Bachelor's degree in Accounting
- Minimum 3 years of Accounting experience
- Must be able to apply knowledge of accounting principles/practices
- Detailed oriented
- Proficient in MS Office, particularly Excel
- Excellent communication skills
- Great Plains experience is a plus!

Responsibilities include:

Performing bank reconciliations; preparing basic standard journal entries to the general ledger, researching and resolving questions related to general ledger items; performing monthly account analyses; account collection, report creation; and other duties as assigned.

Resumes and cover letters should be submitted via email to:

Hr@livingwd.org