

# Accountant

Job Status

Open - open and accepting applications

Job Reference Number

2023-013

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**Annual Salary:** \$ 53,377.00 (DOQ)

*\*New employees typically start at the lower end of the pay range*

**Full-time, Exempt Position with benefits**

**Office Hours:** Mondays – Fridays, 8:00 a.m. to 5:00 p.m.

**Application Deadline:** Open until filled

## Position Summary

Under general direction from the Finance Director, the purpose of the job is to perform moderately complex accounting work according to generally accepted standard accounting principles, established procedures, departmental guidelines, and regulatory requirements applicable to the work. Employees in this job classification function at a professional level to accomplish assigned functions according to established schedules, calendars, projects, and programs of the department. Work includes researching and collecting data, preparing clear and concise financial reports, and monitoring expenditures and revenues of assigned divisions and/or departments. Performs related work as directed.

## Requirements and Qualifications

- Bachelor's degree in accounting, finance, business administration, economics, or a closely related field; Master's preferred.
- A minimum of 3 years' experience in the field.
- Public-sector executive financial management experience is a plus.
- CPFO, CGFO, CGFM, or CPA designation highly desired.
- Must possess a valid Florida driver's license upon hire and maintain it throughout the length of employment with the Village of Indiantown.

## Application Process

Interested persons should submit a signed employment application located at the bottom of this page to ***jnorris [at] indiantownfl.gov***.

*Indiantown Village is an Equal Employment Opportunity employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, marital status, family status, or sexual orientation in employment or the provision of services.*

## Supporting Documents

Job Description 237.11 KB

Village of Indiantown Employment Application 850.08 KB

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