



Human Resource Office
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P.O. Box 970 • 414 E. First Street • Newberg, Oregon 97132 • www.newbergoregon.gov

**FINANCE DEPARTMENT
INVITES APPLICATIONS FOR:
SENIOR ACCOUNTANT**

**Compensation (164): \$5091 to \$6516 per month with full benefit package
Non-Exempt, Non-Represented Position**

RECRUITMENT CLOSURES: July 15, 2016

GENERAL PURPOSE

Performs complex, professional accounting and technical support duties supporting the City's strategic and financial goals. Duties include preparing and analyzing financial statements; audit, budget, and financial planning support work; performance monitoring; ensuring internal control of assigned functions; and special research projects as assigned. May review work prepared by other Finance department staff.

QUALIFICATIONS

- Requires a Bachelor's degree in accounting or in business administration (as an accounting major) and three (3) years of accounting experience.
- Preference will be given to candidates with governmental accounting experience.
- CPA strongly preferred but not required.
- Any satisfactory equivalent combination of experience and training which ensures the ability to perform the work may be considered.

SELECTION PROCESS

Application forms are required and must be received at Human Resources Department **no later than 4:30 pm on July 15, 2016**. Formal application rating on education, training and experience; oral interview and reference check; and job related tests will be required. A successful criminal background check, national fingerprint-based record check and a credit check will be required as a condition of employment. **Applications** available from:

City of Newberg Human Resources Department
Online Application at: <https://www.newbergoregon.gov/jobs>
Mail: P.O. Box 970 414 E. First Street
Newberg, OR 97132

The City of Newberg is an Equal Opportunity /Affirmative Action Employer and a Drug & Violence Free Workplace. Veterans are encouraged to apply. This employment opportunity is open to all persons without regard to race, color, religion, national origin, age, sex, marital status, political affiliation, veterans' status, physical or mental disability, sexual orientation, gender identity or any other status protected by federal, state or local laws.