

Financial Reporting Analyst III (School Funds)

Accounting Department

Salary Range: \$56,981 - \$97,301

Deadline: 11:59 p.m. May 2, 2021

Chesterfield County's Accounting Department is seeking a Financial Reporting Analyst III. Responsibilities include analyzing financial activity and processing transactions for the Schools Operating and Capital Projects funds including compiling both standard and non-recurrent journal entries, performing budget and general ledger reconciliations, as well as project monitoring, funding and expenditures review for numerous projects varying in scope and scale. Additional duties include but are not limited to reconciling general ledger accounts to supporting documentation; preparing work papers and other information for the annual external financial statement audit; preparing financial statements and collaborating on the preparation of note disclosures for the audited annual financial report; compiling and reviewing various other reports required by federal and state agencies; assisting school and county departments with accounting issues, policies and procedures. Perform other work as required. **This position is a part of an approved Career Development Plan (CDP) and offers career progression opportunities and salary incentives, as funding permits, based on performance, qualifications, and experience.** Successful candidate will possess a bachelor's degree in accounting or related field; four years of professional accounting experience; or an equivalent combination of training and experience. Candidate must have working knowledge of internal controls and GAAP; ability to apply authoritative guidance, maintain financial records and prepare annual reports for complex organizations; experience preparing financial statements; and advanced PC skills with an emphasis on Excel required. Must also possess critical thinking skills reflective of attention to detail and organization, demonstrated ability to maintain cooperative working relationships, and have a proven track record of self-motivation and ability to meet deadlines. Government accounting experience and CPA or other relevant certification preferred. **Pre-employment drug testing, FBI criminal background check and education/degree verification required.** A Chesterfield County application is required and must be submitted online by deadline. Visit chesterfield.gov/careers to view instructions and to complete and submit an application. (804) 748-1551.

An Equal Opportunity Employer Committed to Workforce Diversity