

Greene County is currently accepting applications for a full-time Accounting Technician. Responsibilities include but are not limited to general receptionist skills, processing accounts payable, preparing/distributing 1099 forms, and assisting with the budget/annual audit. This position requires multi-tasking, excellent interpersonal skills, and the ability to work well with all staff and the general public. Minimum requirements are graduation from high school or GED certification with coursework in accounting, or combination of education and experience. Applications and full job description may be obtained at www.greenecountyva.gov. Send resume/cover letter, and application to Greene County Administrator, P.O. Box 358, Stanardsville, VA 22973 by May 25, 2021. Open until filled. Starting Salary \$37,243. EEO, AA, M/F/H/V employer.