



# City of Plymouth California

## ACCOUNTANT (Salary Range DOE \$5,028.23-6,111.84)

(Open Until Filled)

The City of Plymouth is seeking an **ACCOUNTANT**, who under general supervision from the City Manager, performs high level financial reporting, including budgeting, internal auditing, financial and managerial analysis, cost accounting and analysis, business law, basic economics, follows modern office procedures and practices, methods and equipment and research techniques. Is familiar with Generally Accepted Accounting Principles and Procedures (GAAP); General Accepted Auditing Standards (GAAS).

### Qualifications

Any combination of education and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Two years of accounting and financial work, and a Bachelor's degree in accounting, business administration or a related field.

### Licensing Requirements:

- Valid Class C California driver's license may be required for some positions.

\*\*\*\*\*

### Selection Procedure

Candidates must submit application materials that include a completed and signed employment application and copies of any required certificates or license listed under the requirements.

A complete job description and Application materials are available online at [www.cityofplymouth.org](http://www.cityofplymouth.org). Completed Application materials can be emailed, mailed or hand-delivered to Plymouth City Hall, City Manager's Office, 9426 Main Street; P. O. Box 429, Plymouth, CA 95669; emailed to [vmchenry@cityofplymouth.org](mailto:vmchenry@cityofplymouth.org).