

**CITY OF WHARTON
JOB ANNOUNCEMENT**

Position: Finance Accountant

Description: Perform responsible administrative and financial work in the Finance Department; to provide support services with payroll administration, accounts receivable, and related financial transactions; to assist in the maintenance of related accounting and billing records; and to prepare financial report statements and financial analyses.

Experience/Training: Must have a high school diploma or G.E.D. Municipal accounting experience and ability to work with Microsoft Office; Word, Excel, and PowerPoint is strongly preferred. A Bachelor's Degree in Accounting or related field from an accredited college or university is preferred.

Pay Range: \$14.15 to \$20.16 per hour.
Depending upon qualifications.

Status: Open until filled.

Contact: City of Wharton
Personnel Department
120 E. Caney Street
Wharton, TX 77488
(979) 532-2491 Ext. 225