

Immediate Opening!

Sr. Accountant

Greater Peoria Mass Transit District (CityLink) has an immediate opportunity open for a Sr. Accountant. This position is in charge of the District's Payroll and applies principles of Accounting to track and analyze financial information, and to prepare financial reports by performing the following duties:

- Accounts analysis
- Fixed asset reporting
- Assistance in the internal control assessment
- Bank Reconciliation

Skills/ Knowledge Required:

- Strong skills and proficiency with Microsoft Office programs (Word, PowerPoint and Excel)
- Excellent analytical skills and ability to interpret and communicate data to various levels of staff
- Advanced skills in project management and problem solving
- Strong communication skills (verbal and written)
- Excellent interpersonal, organizational and leadership skills
- Ability to prioritize, multi-task and maintain flexibility in a fast-paced environment
- Willingness to take on additional responsibility and learn new skills
- Prior experience with month-end/year-end closing, general ledger, journal entries, and annual audit

This position will report to the Finance Director.

A Bachelor's degree in accounting/finance and 5 years of accounting/finance experience is required; payroll experience is preferred.

Equal Opportunity Employer

Apply online at:

<https://regionalhelpwanted.com/peoria/jobs-sr-accountant-greater-peoria-mass-transit-district-citylink-peoria-il/121680071/>

or

<https://www.indeed.com/cmp/CityLink-Bus-Transit/jobs/Senior-Accountant-8f21beb275c71492?q=sr+accountant>