



**Employment Opportunity: Senior Accountant**  
Public Utility District No. 1 of Ferry County • 686 S. Clark Ave.  
PO Box 1039 • Republic, WA 99166

The Senior Accountant assists the Auditor in the overall management of the accounting system, including fiscal policies, financial reporting, reconciliation and analysis, budgeting, internal controls, the annual audit, and ensuring compliance with Ferry County PUD policies and procedures, Generally Accepted Accounting Principles (GAAP), and applicable state and federal laws. The Senior Accountant will support a variety of finance functions, including accounts payable, payroll, billing, customer service, work orders, and inventory, towards an overall understanding of District procedures and processes, and career advancement opportunities.

**Duties:**

- Ensure compliance with District policies and procedures, GAAP, GASB, and the laws, codes, and regulations governing Washington State Public Utility Districts and Municipal Corporations by oversight, reconciliation and reporting on accounting functions including general ledger, payroll, accounts payable, accounts receivable, property and inventory accounting, project accounting, and tax reporting.
- Prepare monthly and annual journal entries. Analyze expenditures, research variances, and reconcile balance sheet accounts, including inventories, prepaid expenses, and accruals. Assist in the preparation of financial statements.
- Maintain and reconcile construction-in-progress account. Prepare fixed asset journal entries for additions, disposals, and depreciation. Maintain fixed asset continuity schedules. Track physical assets. Maintain list of small and attractive assets.
- Perform ad hoc reporting, document review and analysis.
- Monitor and interpret federal and state regulations, orders and rules to stay informed of current and changing requirements.
- Provide necessary documentation and support during audits by an independent auditor or the Washington State Auditors' Office.
- Perform other related duties as assigned.

**Minimum Qualifications, Experience and Certifications:**

- Bachelor's degree (B.S., B.A.) in Accounting required.
- Five years of progressively responsible accounting work experience required.
- Prior accounting experience in the electric utility or public sector preferred.
- Must possess and maintain a valid state driver's license.

**Knowledge, Skills and Abilities:**

- Thorough understanding of governmental and financial accounting standards and processes.
- Proficiency in MS Outlook and Word, with exceptional skill in Excel.

- Independent judgement, self-motivation, and adherence to deadlines. Ability to adapt, learn and perform duties of a new nature. Must be forward thinking and possess advanced problem solving abilities.
- Strong oral and written communication skills. Must be capable of working independently and as part of a team. Ability to work in a positive manner with co-workers and customers.
- Produce thorough, high-quality work with minimal errors.
- Maintain excellent attendance. Be dependable, prepared and responsible for work and actions.
- Knowledge and experience in operating office equipment, including computer and 10-key.

**Physical Demands:**

This position is primarily performed in an office setting and requires the following physical activities, with or without reasonable accommodation. Continuously requires vision, hearing, twisting, and talking. Frequently requires standing, fine dexterity, sitting, and handling. Occasionally requires walking, climbing stairs, lifting, carrying, reaching, kneeling, pushing/pulling, bending, and crouching.

**Benefits:**

In addition to any State mandated benefits, employees also enjoy the following:

- Medical, dental and vision insurance
- Life, and short-term and long-term disability insurance
- Washington State Retirement PERS participation
- Optional deferred compensation plan
- VEBA health reimbursement account funded by employer contributions
- Flexible Spending Account
- Paid time off benefits starting at 21 days per calendar year
- 11 paid holidays
- Employee assistance program

**Salary:** \$79,860 to \$124,404 Annually

A standard Monday through Friday work schedule is expected to be maintained, but evening and weekend hours may occasionally be required.

**How To Apply:**

Application, resume and cover letter will be accepted at:

PUD No. 1 of Ferry County  
686 S Clark Ave  
PO Box 1039  
Republic, WA 99166

Applications will be accepted until the position is filled.

PUD No 1 of Ferry County is an equal employment opportunity employer and a drug free workplace.  
Contact E-mail: [mkuehne@fcpud.com](mailto:mkuehne@fcpud.com)