

COUNTY OF SPOTSYLVANIA, VIRGINIA
540-507-7290
www.spotsylvania.va.us/careers

SENIOR ACCOUNTANT - INTERNAL CONTROLS: FULL-TIME

Spotsylvania County is currently seeking a senior level Accountant over internal controls to enhance the County's financial management, transparency and accountability. Position reports to the Controller.

ESSENTIAL JOB FUNCTIONS

Serve as a subject matter expert to assess, design or modify, and implement improved financial internal controls to mitigate the risk of fraud, waste and the misappropriation of funds and implement audit recommendations:

- Identify and assess current accounting processes, procedures, data and workflows;
- Lead the design or modification and implementation of improved procedures and financial controls throughout the organization;
- Review and provide input on strengthening activities and processes that involve financial transactions;
- Assist impacted work units to implement new accounting processes and financial internal controls;
- Monitor and report on the performance of accounting processes;
- Provide periodic review and input on strengthening financial system access controls.

Perform complex accounting and reporting responsibilities in relation to the understanding, testing and reporting over internal controls:

- Reconcile financial data in accounting systems to subsidiary systems in other parts of the organization;
- Run queries, analyze complex financial data and prepare and design accounting reports;
- Interpret complex financial data for end users, including finance staff, senior level management, other County departments and auditors;
- Act as project manager for the annual external audit.

Develop and maintain accounting policies and procedures:

- Identify gaps in accounting operations or internal controls and draft, finalize and communicate necessary policies and procedures;
- Perform periodic training sessions for County staff related to financial internal controls.

Support the Controller on all ad hoc work and projects as assigned.

PREFERRED EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of government auditing standards and generally accepted accounting principles;

ACCOUNTANT III (SENIOR ACCOUNTANT)

- Knowledge of information technology application and general controls;
- Critical thinking and technical skills necessary to propose practical recommendations commiserate with associated risk;
- Ability to work with high degree of independence, an ambitious self-starter with strong analytical skills;
- Ability to develop audit programs, draft appropriate working papers and recommendations;
- Ability to model professional behavior and properly control sensitive or confidential information;
- Strong communication and interpersonal skills and the ability to work effectively across all levels of the organization.

Bachelor's degree from an accredited college or university in Accounting or closely related field and five (5) years of internal or public accounting auditing experience. Two (2) years of experience with complex automated accounting system. Professional certification (CPA, CIA, CFE or CPFO) preferred. The position also offers comprehensive benefits that include healthcare, tuition assistance, paid annual and sick leave, retirement and more. **Salary: \$60,000.00 to \$80,000.00 (DOQ). Deadline: January 14, 2018.**