



**\*\*\* Temporary Job \*\*\***

***This position is supported with ARRA (Recovery) funding.  
It will be posted on this website for a minimum of five days.  
Once filled, it will be removed from the site.***

**Position Name:** Accountant

**Vacancy Number:** 5874\*

**Salary:** \$28.00 - \$32.00 per hour

**Location:** Raleigh, NC

**Length of Assignment:** June 30, 2013

**Work Schedule:** Full-time

**Number of Positions:** 5

### **Description of Work:**

Position will consist of monitoring fiscal records to determine and ensure compliance with state and federal regulations for approximately thirty (30) subgrantees receiving ARRA funds as part of the Weatherization Assistance Program. This position must be skilled in completing in a wide range of fiscal monitoring work. Assignments will include responsibility for conducting on site monitoring visits and/or investigations of subgrantee activities. Work will include examination and analysis of risks, internal controls, moderately complex source records and reports, programmatic data, financial statements and/or systems for accuracy, completeness, and conformance to guidelines and regulations. Recommends changes to systems or programs and/or determines possible solutions. Assists with data retrieval and analysis. Extensive travel throughout the state is required.

### **Knowledge, Skills, and Abilities:**

Ability to interpret and apply considerable knowledge of regulations and procedures of assigned tasks. Interpret and apply generally accepted accounting principles, office practices and techniques, and professional standards and their application. Use applicable information technology to perform the assigned tasks. Ensure integrity of information systems, accounting systems, program data and controls as applicable to assigned areas. Seek out resources and information relative to the tasks assigned. Write communications that convey concise and comprehensive information on matters of a complex nature. Communicate verbally and deliver presentations to convey information and issues of a complex nature.

### **Training and Experience Required:**

Bachelor's degree with eighteen (18) semester hours of accounting from an appropriately accredited institution; or an equivalent combination of education and experience. Preferred candidates hold a related professional certification (e.g. CPA, CFE, CIA, CGFM, etc.) and have two years of audit experience within the last five years. *Must have a valid NCDL with no more than 3 points in 3 years.*

**How to Apply:**

Submit a State Application for Employment ([PD107](#)) to the **Contact Person**. *E-mailed applications preferred.* [Signature will be obtained when hired.] Resumes will be accepted for review only. Applicants must complete the ([PD107](#)) to obtain employment. **\*Please place the Vacancy Number in the subject line of your e-mail.** *temporary solutions* is an Equal Opportunity Employer.

**Contact Person:**      ***Ann Mott-Smith***  
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