



## **MISSOURI PUBLIC SERVICE COMMISSION**

### **JOB OPPORTUNITY**

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#### **ACCOUNTING SPECIALIST III**

The Public Service Commission (PSC) is seeking an organized, detail-oriented individual with strong interpersonal skills to fill a senior-level professional position in the Budget and Fiscal Services Department, of our Jefferson City office.

The individual in this position will act as the lead worker in the areas of accounting, purchasing and property control/management. They will perform detailed compliance reviews and approvals of agency payment, purchasing, fixed asset, and receivable documents; review and analyze invoices, billing statements, and staff expense reports; determine and/or review cost allocations and distributions; prepare the annual PSC assessment of investor owned utility companies; assist management with the annual budget; perform budget/fund analysis and projections; and prepare financial reports.

**QUALIFICATIONS:** A Bachelor's degree in Accounting and six years of professional experience in business or governmental accounting or two or more years of experience as an Accounting Specialist II. Must have knowledge of Generally Accepted Accounting Principles (GAAP) and methods, substantial knowledge and experience with SAMII financial, MissouriBUYS, and related policies and procedures; must be capable of preparing, analyzing, interpreting, and maintaining accurate and detailed financial records and reports; ability to research and review accounting issues and utilize appropriate actions for financial transactions.

The annual salary range for this position is \$50,812 - \$58,389. Please send an application, resume, and provide a copy of each transcript from all colleges/universities attended, by 5:00 pm **November 22, 2019** to: MO Public Service Commission, **Reference Number AD091119**, P.O. Box 360, Jefferson City, Missouri 65102 or via e-mail to [pscjobs@psc.mo.gov](mailto:pscjobs@psc.mo.gov). For additional information, visit [http://psc.mo.gov/General/Career\\_Opportunities](http://psc.mo.gov/General/Career_Opportunities).

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