



POSITION TITLE:	Plant Accountant	EXEMPT STATUS:	Exempt
DEPARTMENT:	Financial Services	CATEGORY:	
LOCATION:	District Office 41630 W Louis Johnson Dr Maricopa AZ 85239	SALARY RANGE:	
REPORTING RELATIONSHIP:	Position will report to Director of Financial Services	SUPERVISORY RESPONSIBILITY:	Position will not supervise at this time.

DEFINITION:

Under the general supervision of the Director of Financial Services, the Plant Accountant will help establish plant accounting system as well as higher-level accounting month end reviews, preparation of annual budgeting and many other aspects of the ongoing accounting needs of the organization

JOB SUMMARY:

Responsibilities for this position include but are not limited to:

- Maintains required systems and procedures, which monitor the effectiveness of operations
- Assist in implementation and set up of plant accounting for current and further effectiveness
- Willingness to take ownership of areas of responsibility, work to improve those areas
- Additional assistance to the whole department as needed

ESSENTIAL FUNCTIONS:

- Establishing and maintaining plant accounting system
- Construction work in process analysis
- Analysis, verification of construction and maintenance projects
- Closing of construction and maintenance projects to correct capital and expense accounts
- Analyze and classify historical plant data
- Perform research on accounting issues
- Assist in quarterly review and annual audit preparation
- Assist in analysis of financial statements and report variances
- Assist in preparation of monthly account analysis of Balance Sheet and Income Statement accounts
- Assist in analysis of expenses to ensure they are recorded appropriately
- Assist in annual budgeting

ESSENTIAL QUALIFICATIONS:

- Must be approachable and deal with issues with professional composure
- Ability to make quality decisions
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Strong problem solving abilities.

SPECIAL REQUIREMENTS:

- Extensive knowledge and application of GAAP and FERC.
- Ability to adapt and manage multiple projects simultaneously.
- Extensive computer skills with strong emphasis on spreadsheets and databases.
- Knowledge of general trends and current developments in public sector accounting.
- Ability to deal with problems involving several concrete variables in standardized situations.
- Knowledge of the electrical utility industry

EDUCATION:

- BS in Accounting
- CPA/CMA preferred

EXPERIENCE:

- 5-7 years' experience in accounting, auditing, budgeting or closely related financial activity.

PHYSICAL REQUIREMENTS:

- Must pass employment drug screening test.
- Must be able remain stationary for prolonged periods of time.

WORKING CONDITIONS:

- Work in an office environment, at either of the district locations as needed.
- Some light lifting