

## **#24-34 Accountant III**

### ***ADMIN ACCTG, Full Time, Oahu***

The Accountant III is responsible for maintaining the assigned division's complete financial records according to General Accepted Accounting Principles (GAAP) with minimal supervision. This includes calculating, preparing and processing the financial transactions to the general ledger; preparation of monthly, quarterly, and annual financial and operating reports; completing analysis required by the governmental agencies and other entities; and presenting and reviewing financial reports with the assigned Division Administrator. This position may also be assigned additional fiscal functions. The Accountant III must demonstrate an active commitment to CCH Mission and strive to incorporate the four Core Values in all aspects of daily work.

**EDUCATIONAL & WORK REQUIREMENTS:** Bachelor's Degree in accounting from an accredited four-year college or university and four (4) years experience in accounting required or an Associate's Degree in accounting with a minimum of ten (10) years experience in accounting.

**EMPLOYMENT CLEARANCE REQUIREMENTS:** Applicable Background Checks, FBI Clearance, Hawaii and National Sex Offender Clearance, HI State Criminal Check, Driver's License, No-Fault Insurance Card, Access to Insured Vehicle, Education Verification

**COMPENSATION:** \$57,683 – \$66,013

**DEADLINE TO APPLY: March 31, 2024**

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<https://www.catholiccharitieshawaii.org/careers/>