

Fiscal Officer for Human Services; maintain fiscal operations for the Department of Human Services, budget development and projection, review and monitoring of agency and provider fiscal and accounting operations, participation in development and fiscal monitoring of contracts, reviews indirect cost allocation plans and cost settlements, complex fiscal, accounting and banking records, client accounts, including CAPS, and a variety of reports to comply with federal, state, and county fiscal/accounting requirements, be proficient in Microsoft Excel. Requires at least one year as a County Fiscal Operations Officer 1 or two years of professional accounting experience and graduation from a four year college or university that included fifteen credits in accounting or four years of accounting and/or budgetary experience and an associate degree in accounting or business administration, including or supplemented by fifteen college credits in accounting. Salary dependent upon experience and qualifications. A letter of interest, resume and county application form must be submitted to Department of Human Resources, 330 Main Street, Clarion, PA 16214 no later than Wednesday, February 28th. For further information, please call 814-226-4000 ext. 2700, or email egruver@co.clarion.pa.us. EOE