

ACCOUNTANT/ACCOUNT CLERK

Willingboro Municipal Utilities Authority (WMUA), located in Willingboro, NJ, offers a unique experience to our 50 employees – we provide the resources and opportunities for career development and advancement, as well as the attention, camaraderie and care for one another. We offer competitive benefits, including Health and dental and paid vacation.

Our focus on producing and distributing the highest quality drinking water, clean and safe, as well as collecting and treating wastewater, and returning it safely to the environment, makes this a particularly exciting time to join the WMUA.

We are committed to diversity, equity and inclusion; as well as supporting the communities we serve. It's an exciting time to be part of the WMUA.

Willingboro Municipal Utilities Authority is seeking a qualified experienced candidate for the position of Accountant/Account Clerk. With an annual budget of \$13.4M, the Authority serves approximately 13,000 accounts along with bulk water sales to and sewage treatment for adjacent communities.

This position reports directly to the Finance Director and is responsible for the following:

- Finance related activities to maintain consistent application of processes and procedures.
- Conducts routine financial audits of various transactions.
- Reconciles accounts.
- Support Authority financial functions including G/L, A/R, A/P, purchasing, budget preparation, banking, insurance, and payroll.

Knowledge of public finance and purchasing, public contracts law is desirable. Experience with NJEIT/H2Loans desirable. Auditing experience preferred. Experience with Edmunds software a plus.

Position is open until filled. Applicants whose background is a match to our requirements will be contacted. . The WMUA may consider individuals for development, depending on meeting education requirements

Provisional appointee subject to Competitive Open Announcement through Civil Service. WMUA will consider both experience and specific education/degree/credits for provisional appointment.

Candidates should submit cover letter, with salary requirements, and resume to the WMUA via email to jmackie@wmua.info or mail to:

WMUA
433 JFK Way
Willingboro, NJ 08046
Attn: James J. Mackie.

The WMUA is an Equal Opportunity Employer.