

Department of Labor and Industrial Relations

Career Opportunity

89-Day Non-Civil Service Appointment

Accountant III

\$24.53 per hour

Date of Issue: February 11, 2022

LAST DAY TO FILE APPLICATIONS: Continuous
Please apply immediately as this recruitment may close at any time.

Duties and Responsibilities include but are not limited to:

Assist in the development and preparation of data to support various complex fiscal functions including budgeting activities for management purposes. Performs fiscal analysis and evaluation; monitors funding levels for Federal and State programs; conducts systems/cost studies; performs budget analysis work which includes complex problems.

Minimum Qualification

Bachelor's degree from an accredited four (4) year college or university with at least twelve (12) semester credit hours in accounting and/or auditing subjects.

Preferred Knowledge, Skills and Abilities

- General accounting principles and standards; preparation and analysis of budget and financial statements and financial report writing; office practice and procedures.
- Attention to detail
- Effective communication
- Ability to operate computers and calculators

Work Location

Downtown, Honolulu

To apply: **Email** the following items to ferdinand.b.casabay@hawaii.gov

- **Application** (required)
All fields on application must be filled in and signed. Incomplete application will not be considered.
- **Resume** (optional)

Notice of "At Will" Employment:

The position is exempt from civil service and temporary in nature. Therefore, if appointed to the position, your employment will be considered to be "at will", which means that you may be discharged from your employment at the prerogative of the department head or designee at any time.