

# City of Hesperia

## Open/Competitive Opportunity

### ACCOUNTANT

**\$5018 - \$6117 per month \*\***

**FINAL FILING DATE: FRIDAY, JANUARY 22, 2021 AT 4:30 P.M.**

**Duties:** The Accountant is a non-represented general position responsible for a wide array of higher level accounting functions, maintenance of the general ledger for all funds, maintenance of the purchasing function, reconciliation of agency bank accounts, and preparation and maintenance of financial accounting and statistical reports and records. This classification requires a high degree of independent judgment and a thorough knowledge of City and departmental functions, policies and procedures.

**Qualifications:** Any combination of education and experience that has provided the knowledge, skills and abilities necessary for an Accountant. A typical way of obtaining the required qualifications is to possess the equivalent of three (3) years of directly related experience in accounting, a Bachelor's degree in accounting or a related field and a high school diploma or GED.

**Please visit the Employment page at [www.cityofhesperia.us/660/Job-Classifications](http://www.cityofhesperia.us/660/Job-Classifications) to view full job description and expanded list of qualifications**

#### **Fringe Benefits:**

- Prior Public Service—CalPERS Formula 2.7% @ 55 (Employee contributes 8% (employee cost) and 1% (cost sharing) of annual salary)
- CalPERS Pension Reform Formula 2% @ 62 (Employee contributes 6.75% (normal cost) of annual salary)
- Health Benefits – up to \$1,224 per month toward medical, dental and vision insurance
- City paid
  - Employee Only Premium for Dental Insurance
  - Employee Only Premium for Vision Insurance
  - Life Insurance (One times annual salary)
- Short Term and Long Term Disability Insurance participation required
- Vacation (80 hours accrued during first year)
- 12 paid holidays
- Sick leave (96 hours per year)
- 401 (a) Deferred Compensation Plan (1% of salary – City paid)
- 457 (b) Deferred Compensation Program available
- IRS 125 Plan Flexible Spending Accounts available
- Employee Assistance Program available
- Tuition Reimbursement Program (Up to \$3,000 a fiscal year available for eligible employees).
- The City **does not** participate in the Social Security program, except for the mandatory 1.45% Medicare Contribution

#### **\*\* Fiscal Year 2020-21 – Due to current fiscal constraints:**

- Merit step increases have been frozen.
- A furlough schedule has been implemented for Non-Represented employees to work 36 hours per week. Adjusted Workweek Schedule participation required.

**To Apply:** Interested applicants are required to submit a City application. All applications will be screened and only those candidates who best match the needs of the City will be invited to compete further in the selection process. Based on the qualifications from this recruitment's applicant pool, the City will exercise its discretion to determine the weight of testing (100%, pass/fail, or a conversion 40%-60%). Testing may include a written, interview, and/or assessment examination. Applicants will receive notification regarding recruitment status within three (3) weeks of final filing date.

To be considered for City employment, applications must be submitted using the online employment application system. This application can be accessed from the City's website at [www.cityofhesperia.us](http://www.cityofhesperia.us).



City of Hesperia  
9700 Seventh Avenue  
Hesperia, CA 92345  
(760) 947-1100  
[hr@cityofhesperia.us](mailto:hr@cityofhesperia.us)