



Accountant / Auditor Supervisor (Accounts Receivable), Grade 26
Department of Finance
Montgomery County, MD Government
Rockville, Maryland
\$69,337 – \$115,099

The Department of Finance is filling an Accountant Auditor Supervisor position in Accounts Receivable. This is a supervisory position responsible for independently planning, assigning, coordinating and reviewing the day-to-day activities of the Accounts Receivable (AR) Section, and ensuring the accuracy and accountability of Accounts Receivable billings and collections.

The incumbent will be the liaison to County department subject matter experts (SMEs) and will work independently to resolve complex situations, issues and processes that involve the AR programs. The employee will make complex decisions based on knowledge of accounts receivable, general accounting, projects and grants and related finance laws and regulations.

This position is responsible for reviewing, updating and recommending process improvements and changes to the County's accounts receivable policies and procedures to comply with applicable laws and regulations. This position will assist the Accounts Receivable Manager in documenting processes, policies and procedures relating to the AR Program; will convene and lead meetings to maintain working relationships.

This position will conduct research using a variety of available databases/applications including, but not limited to: Oracle e-Business suites such as Accounts Receivable, General Ledger, PnG, Business Intelligence (BI) Tools, online banking and online payment portals, and various State and Federal databases.

This position monitors daily Accounts Receivable transactions to ensure compliance with county policies and procedures.

As a manager/supervisor of unionized employees, this position has a responsibility for fostering a positive labor relations environment based on mutual trust, respect, and cooperation.

Minimum Qualifications

Education: Graduation from an accredited college or university with a bachelor's degree in accounting; or a bachelor's degree in Business Administration or Public Administration or a related field with a major of accounting coursework.

Experience: Considerable (i.e., five (5) years) professional experience in a financial accounting, auditing or business administration field at the full performance level or 2 (two) years of experience performing work as a senior-level accountant and/or auditor.

Substitution: Certification as a Certified Public Accountant (CPA) may be substituted for a degree in Accounting or a major in Accounting.

Montgomery County Government offers competitive salaries and excellent benefits.

To view the complete job announcement and to apply,
please visit our website at <https://www.montgomerycountymd.gov/HR/Recruitment/MCGCareers.html>
click on the "Search Jobs" tab, and then on the Available Jobs link
Read the full job description under the "General Professional" Job Category.
Interested candidates must create an online account in order to apply.

The requisition number is **IRC42825**

This Recruitment closed on February 24, 2020

All resume submissions must address the preferred criteria for the position,
which are listed in the full advertisement, preferably in a separate section of the resume.

Applicants are strongly encouraged to review the Resume Preparation Tips
listed under the "How to Apply" tab on the Office of Human Resource's MCG Careers webpage.

EOE. M/F/H.