

POSITION OPENING

08/10/17

General Accountant

Dyersburg Electric System (DES) is a municipal electric system serving approximately 12,000 customers in the City of Dyersburg and surrounding areas in North West Tennessee. We currently have an opportunity for a General Accountant. DES offers a competitive total compensation package.

The General Accountant answers to the V.P. of Finance/Administration.

Job Qualifications

A Bachelor of Science degree in accounting from an accredited college or university and/or equivalent experience is required. A CPA is a plus.

Five or more years of accounting experience preferred.

Strong Excel and database skills & Access experience preferred.

Knowledge of SEDC utility financial system would be a plus.

The ability to effectively communicate (verbally/written) and interact with general public and team members.

Must have ability to work non-standard hours when necessary including evenings, weekends and holidays; and during emergencies.

Valid Tennessee Class D driver's license or ability to obtain one is required.

Must be bondable.

Successful candidate must pass a drug test, job-related assessment and work suitability assessment upon job offer.

Successful candidate must live (or have ability to relocate) within a 20-minute drive of DES.

Essential Job Functions

Prepare and provide various reports to management including but not limited to cash reports, monthly overtime reports; and Month-End, Quarter-End and Year-End Closings.

Reconcile general fund, petty cash, payroll and other balance sheet accounts.

Ensure accuracy of Financial Statements.

Perform audits of payroll and billing procedures.

Prepares and maintains accounts payable records including preparing invoices for payment.

Serves as back-up to V.P. of Finance/Administration for preparing financial statements, auditing financial records, preparing budgets, monthly billings statistics for TVA, etc..

Dyersburg Electric System is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, national origin, disability or veteran status.

Please submit resume by email to hr@despower.com or mail to:

Dyersburg Electric System
Attn: HR
P.O. Box 664
Dyersburg, TN 38025-0664

Position is Open until filled.