



ACCOUNTANT

\$55,000 - \$62,000

Plus Excellent Benefits

Apply by

May 2, 2021

(First Review, Open Until Filled)

***P*ROTHMAN**



THE REGION



Located in the northern panhandle of Idaho, Bonner County is known for its magnificent lakes, stunning mountains, vast forests, and vibrant communities. Bonner County is a wonderful place to live, work, and do business! The area offers breathtaking parks, eclectic downtown areas, upscale dining and retail, and a variety of entertainment venues.

As the 2nd most northern county in the state and reaching across the entire width of Idaho's panhandle between Montana and Washington, Bonner County has approximately 43,000 residents.

Sandpoint, with a population of just over 8,300, is the county seat and the largest city in Bonner County. The city is nestled between three mountain ranges, offering year-round outdoor recreation. This quaint town, located right on Lake Pend Oreille, has a critical access hospital, airport, and a library, as well as a four-plex theater, and community theater. A diverse downtown offers retail shopping and fine restaurants.

The second largest town, Priest River, lies on the western edge of the County along the shores of the Pend Oreille and Priest rivers. The landscape in Bonner County is a combination of towering mountains that rise up to 7,000-foot above sea level, and lush river-bottom valleys.

Schweitzer Mountain Resort, a renowned regional destination that offers 2,350 acres of skiable terrain, is just 9 miles from Sandpoint. Local recreational opportunities are unlimited and include all water sports, four golf courses, bicycling, snowboarding and skiing, snowmobiling, hunting, fishing, horseback riding, and wildlife viewing.



THE COUNTY

Established in 1907, Bonner County is governed by a three-member Board of County Commissioners serving alternating two-year and four-year terms. The County operates on a 2020-21 adopted budget of \$54.2 million including a \$3.7 million EMS budget, with approximately 405 FTEs. Bonner County also has a large number of seasonal workers who are not included as FTE's.

County departments include: Assessor, Clerk, Coroner, Prosecutor, Sheriff, Treasurer, Emergency Dispatch, Emergency Management, Emergency Medical Services, an Extension Office for the University of Idaho, Fairgrounds, Human Resources, Justice Services, Planning, Public Defender, Public Works, Risk Management, Road and Bridge, Recreation, Parks, and Technology.

THE DEPARTMENT

The Accountant position is a part of the Auditing division of the Clerk's department. The Bonner County Clerk oversees the Auditor's Office, Bonner County Assistance, Elections, Genealogy, Recording Office, and the Courts.

The Auditing Department aids the independent audit of the county's financial transactions, works with taxing districts, pays county expenses, and assists with budget preparation and submission to the county commissioners. The Auditing Department also develops quarterly reports, publishes the annual approved budget, and produces levy comparisons and levy history. Bonner County has over 40 taxing districts within its boundaries, each of which has the authority to levy taxes, although not all of them do. To learn more about the department, please visit www.bonnercountyid.gov.

THE POSITION

Under general supervision of the Clerk, this position requires a thorough knowledge of a wide range of accounting and finance including but not limited to general accounting, accounts payable, accounts receivable, cash handling, payroll, auditing, budget preparation, sales tax, levy calculation, unclaimed property, and internal and external reporting. The Accountant will provide extensive technical accounting expertise and training to other departments, agencies, and the 40+ taxing districts that operate within Bonner County, such as cities, fire districts, and school districts.

These responsibilities require the selected candidate to use sound technical judgment on complex accounting and financial questions daily. It is also critical that this position understand what information is available to the public and what is confidential. The decisions made at this level are independent and require examining many dimensions to find workable solutions to the matter at hand. There is extensive interaction with staff and management from other departments, as well as commissioners, outside agencies, vendors, election workers, and the General Public. It is imperative that this individual use excellent judgment when talking to others and handling documents because of issues of confidentiality which could expose the county to extensive liability if handled negligently. This position has significant and major impact on the budgets, policies and procedures adopted by the County as a whole, as well as, through its interaction with all taxing districts, various departments of state government, the Federal Government, and other agencies.

For a full job description, please view the attachment found [here](#).

Bonner County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **May 2, 2021** (first review, open until filled). Application materials will only be accepted electronically. To **apply online**, go to www.prothman.com and click on "Open Recruitments", select "Bonner County, ID – Accountant", and click "Apply Online", or click [here](#).



IDEAL CANDIDATE PROFILE

Education and Experience:

A bachelor’s degree in accounting, finance, business management or a closely related field, and two (2) to five (5) years of related experience in accounting and finance is required. The ideal candidate will have demonstrated strategic planning and forecasting capabilities, have experience with large-scale ERP systems, and have a strong working knowledge of GAAP. Experience with Microsoft Office and G-Suite, and with Data Analytics and Business Intelligence reporting is preferred.

COMPENSATION & BENEFITS

- **\$55,000 - \$62,000 DOQ**
- Medical, Dental, Vision coverage including Telehealth Services
- Life insurance, AD&D, and LTD
- Paid Time Off Program
- 11 paid holidays
- Wellness Program
- Public Retirement System of Idaho (PERSI) & 401K
- Short Term Disability
- Accident and Critical Illness
- Employee Assistance Program

Please visit:
www.bonnercountyid.gov



www.prothman.com

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