

# JOB ANNOUNCEMENT

The City of Norwich announces a closed promotional and an open examination to fill a vacancy establish an eligibility list for the following classification:

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## 59185 – ACCOUNTING ANALYST

Public Utilities Department

**Open Until:** December 13, 2022 at 04:30 PM EST

**Rate of Pay:** \$73,340.80 - \$89,273.60



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### General Description

Under the general supervision of the Financial Planning Manager, performs bookkeeping and related tasks including those involving the general ledger, accounts payable, accounts receivable, payroll, and property records for the Norwich Public Utilities. Assists the Financial Planning Manager in data collection, report preparation, and research; assumes a leadership role in team process improvement efforts.

### Qualifications

A.S. in Management or Accounting major and three years progressively responsible professional experience in finance or accounting or six years progressively responsible professional experience in finance or accounting.

### Important Information

In order to be considered, applicants must demonstrate on their application they meet the minimum qualifications as stated in the job announcement. The city has a COVID vaccination policy. Candidates must be fully vaccinated at time of hire. Religious or medical exemptions may be considered.

You must reside within the State of Connecticut, 60 miles from Norwich within one year of appointment.

The complete job description is available online.

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**Examination will consist of 100% written.**

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To apply visit our website at [www.norwichct.org/hr](http://www.norwichct.org/hr).  
For questions or additional information, call (860) 823-3836.  
AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

11/22/2022

A handwritten signature in black ink, appearing to read "Bkm".