

POSITION AVAILABLE
(Accounting/Payroll Technician)

Colleton County Government is accepting applications from qualified individuals for the position of Accounting/Payroll Technician in the Finance office. The successful candidate will perform the bi-weekly payroll process and other related accounting functions within the Finance Department to ensure smooth operations within the County's Financial Management System.

Requires an Associate's Degree in Accounting with two to five years payroll related experience to include familiarity with Department of Labor Regulations and/or any equivalent combination of training and experience, which provides the required knowledge, skills and abilities. Prefer prior experience in Governmental Fund Accounting practices with detailed knowledge of Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) regulations.

Submit applications at the nearest S. C. Works Center or the Career Skills Center located at 1085 Thunderbolt Avenue, Walterboro, SC 29488 or email resume to jobs@colletoncounty.org . The position will remain open until filled. Only qualified applicants will be contacted for an interview. Colleton County is an Equal Opportunity Employer.

GRADE: 9
MINIMUM HOURLY RATE: \$21.72 (DOQ)
FULL-TIME
SC STATE RETIREMENT & INSURANCE