

The Northeast Ohio Areawide Coordinating Agency (NOACA) is seeking to fill a part-time Accountant position to perform various accounting activities which could include accounts payables, accounts receivables, payroll, processing travel forms, maintaining property inventory, assisting with audit activities and conducting special projects as required. The job requires a proficiency with accounting and payroll software, familiarity with Microsoft Office, a sound understanding of basic accounting principles, and good communication skills. An Associate or Bachelor's degree in Accounting or Finance and three years of experience is required. Governmental experience is preferred.

A full job description and instructions for applying can be found online at noaca.org.