



# **ARIZONA WATER COMPANY**

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## **SENIOR STAFF ACCOUNTANT (ACCOUNTANT II)**

Arizona Water Company, a investor-owned public utility providing water service to customers throughout Arizona, has an excellent opportunity for a Senior Staff Accountant with a minimum five years experience in general ledger accounting. This position is located in our Phoenix corporate office and reports to the Controller.

This position is a senior level staff accountant position that reports to the Controller. The position performs professional accounting work involving the preparation of monthly and year-end journal entries, the maintenance of ledgers, and the preparation and analysis of financial and management reports. All work is performed under the direction of the Controller according to established accounting principles and Arizona Corporation Commission policies.

## **JOB DUTIES AND ESSENTIAL FUNCTIONS**

Performs a variety of tasks and duties, which may include, but would not be limited to the following:

- Prepare and enter Journal Entries as part of the monthly and annual closing process.
- Periodic account reconciliations and review
- Assist in preparing the Annual Arizona Corporation Commission Report by working with Operations and Engineering to obtain all necessary data.
- Work with Rates and Revenue Department fulfilling data requests from the Corporation Commission.
- Assist with annual external audit.
- Assist Controller with the implementation and monitoring of controls.
- Assist with A/P when necessary.
- Assist with Payroll as required.

## **SKILLS, KNOWLEDGE AND PHYSICAL REQUIREMENTS**

- Must be proficient with Excel.
- Knowledge of Accounting Standards and Practices.
- Knowledge of Financial Statements and Reporting.
- Research and Analytical Skills.
- Professional Communication Skills.
- Ability to Interact Professionally with Internal Departments.
- Great Plains, Smart Client, and Ariett software knowledge a plus but not required.
- Able to perform repetitive physical activities, including walking, sitting, standing, bending, stooping, reaching, and using a computer keyboard.
- Able to communicate professionally both orally and in writing.
- Able to remain in a sitting position for long periods of time.
- Able to lift, push or pull up to 40 pounds.

## **EDUCATION, TRAINING, AND EXPERIENCE**

- College graduate with a degree in accounting or related field.
- Minimum 5 years of experience in general ledger accounting.
- Utility Accounting experience using NARUC Chart of Accounts a plus.
- CPA or CPA candidate a plus
- A valid Arizona driver's license and acceptable driving record required.



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The company offers a competitive wage and benefits package, including company-paid medical, dental, life and LTD insurances, as well as holidays, vacations, sick leave, and 401(k) plan.

Send detailed resume to:

Email: [awc-hr@azwater.com](mailto:awc-hr@azwater.com)