



CRESCENTA VALLEY WATER DISTRICT

ACCOUNTANT (\$81,696 - \$109,800)

SENIOR ACCOUNTANT (\$89,028 – \$119,664)

SUMMARY DESCRIPTION

The Accountant /Senior Accountant plays a critical role in supporting the District's financial operations, including budgeting, payroll, financial reporting, compliance, and internal controls.

As a valued member of the team, the successful candidate will contribute to the District's long-term financial sustainability and operational excellence. The ideal candidate will demonstrate strong analytical skills, attention to detail, and a commitment to public service. Strong technical and interpersonal skills are essential to support the District's Strategic Plan, uphold CVWD's values, and foster cross-departmental communication. This is an excellent opportunity for a financial professional seeking a rewarding career in the public sector, with the chance to make a meaningful impact on the community.

REPRESENTATIVE DUTIES

- Perform full-cycle accounting operations, including accounts payable, accounts receivable, general ledger, and payroll
- Prepare journal entries, reconciliations, and financial reports in accordance with GAAP and GASB standards
- Monthly and annual closing processes, including preparing audit schedules and year-end reports
- Budget development and monitoring, including financial forecasting and preparation of budget materials
- Maintain internal controls and ensure compliance, supporting audits, regulatory filings, and financial system improvements

QUALIFICATIONS

- Bachelor's degree in accounting, finance or related field.
A Master's Degree in a closely related field is highly desirable.
- 2+ years or relevant accounting or finance experience
- CPA License highly desirable

BENEFITS

- 12 Paid Holidays and 3 floating holidays
- 9/80 Workweek
- \$300 annual wellness stipend
- 88 hrs Sick Leave and 80 hrs Vacation
Accrual
- Comprehensive Medical (Anthem BC HMO + 1), Dental, and Vision insurance plans
- CalPERS Pension 2% @ 55 for Classic Members

This position is based on-site at the District's office and requires in-person presence to support staff collaboration and operational needs.

To be considered, please submit a resume and completed employment application, available at www.cvwd.com/employment, where a complete job description is also available. Applications can be submitted in person or emailed to employment@cvwd.com.

The filing deadline is 11:00 PM July 6, 2025. This recruitment will remain open until the position is filled.