

## Job Posting

### Staff Accountant

**Date Posted** 5/28/2024  
**End Date:** Until Filled

The **Staff Accountant** at [Cisca College](https://www.ciscacollege.edu) employees are required to accomplish assigned duties in an ^ & competent manner and to strive for improvement and excellence in all work perform all employees coop

# Cisco College

## Job Description

Job Title: Staff Accountant  
Reports To: Director of Business Services  
Last Updated: May 23, 2024  
Classification: Classified Staff Level D

### Job Summary

The Staff Accountant is the position with primary responsibilities for assisting the Director of Business Services. This is a demanding function that requires a clear focus as well as communication and cooperation with other College departments. Additionally, the person in this position must demonstrate a willingness to support the comprehensive role of the community college as described in the College's statement of mission and goals.

The Staff Accountant is expected to accomplish assigned duties in an efficient, effective and competent manner, and to strive for improvement and excellence in all work performed. Additionally, Cisco College employees are asked to demonstrate a commitment to the comprehensive role of the community college as stated in the College Mission, and to cooperate and work harmoniously with College personnel and the public. All Cisco College