

Bureau Director II (Director of Accounting) (PIN 0130)

Department: Business Services

Annual Salary: \$53,600.93

**JOB DUTIES INCLUDE:**

Mississippi Public Broadcasting is seeking an experienced accountant to manage the accounting department. Successful candidate will display a keen understanding of accounting principles, preferably governmental accounting experience. Ideal candidate must possess strong knowledge of Mississippi governmental accounting and purchasing process; experience in SAAS and Merlin; GAAP package experience; be proficient in Microsoft Excel application; and have strong written, verbal and interpersonal skills. Position offers opportunities for growth and future advancement.

**MINIMUM REQUIREMENTS:**

A Master's Degree from an accredited four-year college or university in Accounting, (AND) eight (8) years in the special experience defined below, four (4) years of which must have included line or functional administrative or advanced technical supervision; (OR) A Bachelor's Degree from an accredited four-year college or university in Accounting (AND) nine (9) years in the special experience defined below, four (4) years of which must have included line or functional administrative or advanced technical supervision. **Special Experience:** Employment must have been in an administrative, professional capacity in Accounting. In those bureaus where registered specialists provide the primary source of functional and technical knowledge for planning and accomplishing the mission of the bureau, the incumbent must also be registered and experienced in that profession. Work experience must have included supervising and coordinating a variety of functions. **Required Document:** Applicant must attach a valid copy of his/her certification or registration, when applicable. This position is classified as Non-State Service, Exempt. See Web Site for complete description ([www.mpbonline.org](http://www.mpbonline.org)). **SUBMIT:** State of Mississippi application (obtained via State Personnel Board website at [www.mspb.ms.gov](http://www.mspb.ms.gov)) to Personnel, Mississippi Public Broadcasting, 3825 Ridgewood Road, Jackson, MS 39211. Open until Filled. Resumes not accepted in lieu of applications. EOE