

ACCOUNTANT

The Alaska Industrial Development and Export Authority (AIDEA) and the Alaska Energy Authority (AEA), public corporations of the State of Alaska, are recruiting for an Accountant (PCN 08-0438). This position performs routine accounting functions and processes financial transactions for the Alaska Energy Authority. The main duties of this position include general ledger account reconciliations; processing accounts receivable invoices for timely billing; and reviewing coding, evaluating the validity of charges, checking compliance with contractual / grant documents and posting invoices for payment. This position may be required to provide accounts receivable and accounts payable training and assistance to other staff members. This position also provides project and grant accounting support.

Bachelor's degree in Accounting or a related field and at least two years of experience in related accounting role is preferred. Consideration will be given to a combination of coursework in Accounting or Finance and equivalent work experience.

This is a fulltime position, range 15/16 flex, and is located in Anchorage.

For a complete position description and employment application visit AIDEA's website at www.aidea.org. Send application and/or resume to Human Resources, AIDEA, 813 W. Northern Lights Blvd., Anchorage, AK 99503, by email to hr@aidea.org, or by fax to (907) 771-3946.

Position will remain open until filled.

The state of Alaska is an EEO/ADA employer. Individuals requiring accommodations should call 1-800-587-0430 or 465-4095 in Juneau or (907) 465-3412 (TTY).