

POSITION AVAILABLE: Full-time FISCAL OFFICER for MATURA Action Corporation, a Community Action Agency in southern Iowa. Fiscal Officer directs all functions of the financial operations for the agency and is responsible for the following:

- financial accounting of multiple funding sources,
- reconcile accounting data per funding source,
- prepare budget reports,
- coordinate multiple year-end reporting,
- complete internal audits and prepare for independent agency audit

A clear understanding of Fund Accounting Practices related to a nonprofit organization is required.

Minimum qualification includes Bachelor's Degree in Accounting, Business, Fiscal Management or a related field. Communication skills are a necessity. Additional agency specific training will be provided.

View full job description on our agency website under Employment Opportunities:
<http://www.maturacommunityaction.com>.

Resume and Letter of Intent should be directed to Ron Ludwig, (rludwig@maturaja.org) MATURA Action Corporation, 207B N Elm, Creston, Iowa 50801. Position opened until filled. E.O.E.

POSITION AVAILABLE: Full-time FISCAL OFFICER for MATURA Action Corporation, a Community Action Agency in southern Iowa. Responsible for financial oversight of all federal, state and local grants and contracts received by the organization. Responsibilities include:

- Performing fiscal oversight and monitoring, including financial accounting of multiple funding sources. reconcile accounting data per funding source, prepare budget reports and coordinate multiple year-end reporting.
- Undertaking resource management planning and providing technical support to all associated with the fiscal management of the organization.
- Contract negotiation and compliance for an extensive number of grants and contracts.

A clear understanding of Fund Accounting Practices related to a nonprofit organization is required.

Minimum qualification includes Bachelor's Degree in Accounting, Business, Fiscal Management or a related field. Communication skills are a necessity, this position is also a member of the agency management team.

For questions, visit our agency website under Employment Opportunities:

<http://www.maturacommunityaction.maturaact.org/>

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