

Job Title: Director of Finance and Accounting

Job Type: Full-Time

Closing Date: October 31, 2022

Location: Lincoln, NE

Description:

The Nebraska Rural Electric Association (NREA) has an excellent opportunity for a team-oriented individual to join our staff and provide efficient and reliable financial management and accounting administration. The successful candidate will have a well-developed knowledge of generally accepted advanced accounting principles, financial reporting, budgeting, investments, tax document preparation, accounts payable and accounts receivable.

The successful candidate will serve as the Assistant Manager of the NREA Credit Union. The successful candidate will act as a loan officer for the credit union under application approved by the Nebraska Department of Banking. The successful candidate supervises the credit union bookkeeper and daily operations.

This position reports directly to the General Manager.

Examples of Work:

Primary duties and responsibilities include maintaining all accounting records pertinent to the financial well-being of the NREA and the NREA Credit Union. The successful candidate will be responsible for all journals, ledgers, accounting files, investment of idle funds, bank statement reconciliations, sales inventory records, furniture equipment inventory, monthly financial statements. This position is responsible for preparing timely and accurate reporting of financial information including financial statements, billings, and miscellaneous association related duties. Related to the NREA Credit Union, the successful candidate will be responsible for audit documentation, investments and monthly investment reporting, quarterly call reports and financial statements, annual tax return, and other aspects related to credit union management.

Qualifications:

- Bachelor's degree with emphasis in finance or accounting required.
- Minimum of five years experience preferred.
- Banking or lending experience preferred.
- Previous management experience preferred.
- Any equivalent combination of training and experience which provides the desirable knowledge, abilities, and skills in accounting and banking will be considered.
- Experience in EasyAct accounting software preferred.
- Experience in FedComp banking software preferred.
- Advanced Microsoft Office skills required.

Benefits:

The Nebraska Rural Electric Association offers competitive wages and an attractive portfolio of employee benefits.

Other Details

Hours Monday - Friday; 8:00 a.m. – 5:00 p.m.

Minimal business travel required.

The Nebraska Rural Electric Association is an equal opportunity employer. All applicants are considered without regard to race, color, religion, sex, age, national origin, veteran status, disability or any status that is protected by law.

Please submit cover letter, resume, three professional references, to Rachael Black, P.O. Box 82048, Lincoln, NE 68501 or rblack@nrea.org by October 31