

The Dyersburg Electric System has the following job opening:

General Accountant

Responsibilities:

- Maintaining records of financial transactions
- Maintaining subsidiary accounts by posting transactions
- Maintaining a balanced general ledger
- Preparing financial reports
- Assist with weekly processing of payroll
- Assist with processing of accounts payable
- Reconciling of monthly bank statements

Experience and Knowledge:

Bachelor's degree in accounting or finance

Familiar with Microsoft Excel

Good understanding of accounting principles

Attention to detail