

**EMAIL MEMORANDUM**

**Date:** January 2, 2018

**To:** WA Association of Counties (WACO) – email to: Tim Grisham @ [Tim@countyofficials.org](mailto:Tim@countyofficials.org)  
Washington Finance Officers Association (WFOA) [www.wfoa.org](http://www.wfoa.org) (Online submission)  
Washington Public Treasurer’s Association (WPTA) – email to: Holly Stewart @ [hstewart@mrsc.org](mailto:hstewart@mrsc.org)  
Craigslist – Yakima  
Veteran’s Free Site (National Veterans Foundation)  
Worksource WA

**From:** Yakima County Human Resources Department

**Contact Person:** Sharon Dell **Phone:** (509) 574-2212

**Ad Regards:** Recruitment

**Please send billing accompanied by tear sheet to:**

Yakima County Human Resources Department  
Attn: Sharon Dell  
128 N. 2<sup>nd</sup> Street, Room 412, Courthouse  
Yakima, WA 98901

**Run Date:** **ONLINE POSTINGS:** **Posted till closed on January 16, 2018**

**FINANCIAL SPECIALIST  
\$2,667 per month, plus benefits**

Yakima County seeks a professional Financial Specialist in the Treasurer’s Office. The position audits and calculates tax record adjustments, segregations, advance and current use taxes. Analyzes and monitors bankruptcy cases and processes Real Estate Excise Tax Affidavits for property transfers in accordance with State RCW and WAC requirements. Audits affidavits/documents for accuracy prior to creating charges and receipting fees in the system. Requires a HS Diploma or GED and 3 years of general accounting support experience. Successful completion of a criminal history background check required. MS Word, Excel and auditing experience preferred. Interested applicants must apply online at [www.yakimacounty.us](http://www.yakimacounty.us). The position closes at 11:59 pm on Tuesday, January 16, 2018. For information, contact the Yakima County Human Resources Department at (509) 574-2210 or [human.resources@co.yakima.wa.us](mailto:human.resources@co.yakima.wa.us).  
**EOE/M/F/Vet/Disability**