

EMAIL MEMORANDUM

Date: January 2, 2018

To: WA Association of Counties (WACO) – email to: Tim Grisham @ Tim@countyofficials.org
Washington Finance Officers Association (WFOA) www.wfoa.org (Online submission)
Washington Public Treasurer’s Association (WPTA) – email to: Holly Stewart @ 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. 2nd 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. 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.
EOE/M/F/Vet/Disability