



MEMORANDUM

Date: August 28, 2019

To: Washington Public Treasurers Association

From: Yakima County Human Resources Department

Regards: Recruitment for Yakima County Treasurer's Office

Open: 08/28/19 – 09/11/19

Yakima County
Financial Specialist – Treasurer's Office
\$2,721 per month
37.5 hours per week

There is one open position with the Yakima County Treasurer's Office for a Financial Specialist. Position is responsible for auditing and calculating 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.

Education and Experience: High School Diploma or G.E.D. and three years of general accounting support or related experience including six months in area of specialty or an equivalent combination of education and experience which provides knowledge, skills and abilities sufficient to successfully perform the essential duties of the job.

To Apply: For more information and to apply, visit our website at <https://careers-yakima.icims.com>. The position closes at 11:59 pm on September 11th, 2019. For assistance, contact the Yakima County Human Resources Department at (509) 574-2210 or human.resources@co.yakima.wa.us. EOE/M/F/Vet/Disability.