

Fairfax County Government

Accountant II

Salary - \$66,103.86 - \$110,173.86 Annually

Location - FAIRFAX (FH22), VA

Job Type - FT Salary W BN

Job Number - 24-01333

Department - Housing & Community Dev

Opening Date - 05/25/2024

Closing Date - 6/7/2024 11:59 PM Eastern

Pay Grade - S24

Posting Type - Open to General Public

To apply: <https://www.governmentjobs.com/careers/fairfaxcounty/jobs/4515129/accountant-ii?keywords=accountant%20ii&pagetype=jobOpportunitiesJobs>

Job Announcement

Make a difference – join our team to empower communities and build futures!

The Fairfax County Department of Housing and Community Development works in partnership with the Redevelopment and Housing Authority to serve the people of Fairfax County by creating housing opportunities to promote inclusive and thriving communities. Our vision is a community everyone can afford to call home.

Monitors and processes financial accounting activities of assigned funds. Processes fixed asset and accounting transactions into the county's financial system. Reconciles the balances in the fixed asset subsidiary ledger to the general ledger. Provides accounting guidance and support and assists with reviewing and analyzing complex accounting transactions. Research accounting issues and recommends to management updates to accounting policies related to assigned areas, is responsible for full cycle budget process for annual 3rd Quarter and carryover submissions. Prepares and analyzes financial statements and reports of the assigned funds, in conformance with generally accepted accounting principles (GAAP), HUD standards, Fairfax County Redevelopment and Housing Authority and governmental accounting and financial reporting standards. Ensures compliance with County and grantor policies, interacts extensively with internal and external customers including the Dept. of Finance and FBSG, information systems, and auditors. This position works under general supervision of Financial Specialist IV.

Read about Fairfax County Department of Housing and Community Development, click [here](#). And review [here](#) the Fairfax County Redevelopment and Housing Authority Fiscal Year 2023 annual report.

We are committed to the One Fairfax Policy by intentionally considering equity when making policies, delivering programs and services, considering diverse ideas and perspectives, and communicating with transparency in the decision-making processes. Click here to learn more about the [One Fairfax](#) policy.

Working for Fairfax County Government offers a culture of well-being that empowers, educates, and engages employees and promotes a holistic approach to physical, mental, emotional, social, spiritual, and financial wellness. Watch these videos to learn more:

- Click [here](#) to watch a video on Working for Fairfax County Government
- Click [here](#) to watch a video on benefits offered by Fairfax County Government.

Note: Salary will be commensurate with years of experience.

Employment Standards

MINIMUM QUALIFICATIONS:

[Any combination of education, experience, and training equivalent to the following:](#)

(Click on the aforementioned link to learn how Fairfax County interprets equivalencies for “Any combination, experience, and training equivalent to”)

Graduation from an accredited four-year college or university with a bachelor's degree in accounting; or a bachelor's degree in business administration or related field that has been supplemented by at least 18 credit hours of intermediate level accounting or higher; plus two years of professional accounting experience, including one year of experience working with automated accounting systems. CPA certification, or a master's degree in an appropriate field, may be substituted for one year of required experience.

PREFERRED QUALIFICATIONS:

CPA or other accounting/finance professional certification.

Ability to manage multiple projects and tasks.

Excellent communication skills with the ability to address a wide audience.

Superior knowledge of automated financial systems and skilled use of databases and applications.

Experience applying GAAP, analyzing and interpreting fiscal and accounting data, and preparing audited annual financial reports for a large organization.

Excellent verbal and written communication skills.

Excellent skills with MS Office Suite applications (MS Word, Excel, and Access).

NECESSARY SPECIAL REQUIREMENTS:

The appointee to the position must satisfactorily complete a criminal background check.

PHYSICAL REQUIREMENTS:

Ability to read information on a computer monitor; effectively communicate; operate keyboard-driven equipment and computer. Work is generally sedentary in nature; however, incumbent is required to frequently move about to perform office work such as accessing files, attending meetings, making presentations, operating general office equipment, and performing other essential job duties; may be required to move items up to approximately 15 pounds in weight. All duties performed with or without reasonable accommodations.

SELECTION PROCEDURE:

Panel interview; may include exercise.

The population of Fairfax County is very diverse where 38.7% of residents speak a language other than English at home ([Spanish, Asian/Pacific Islander, Indo-European, and others](#)) and we encourage candidates bilingual in English and a foreign language to apply to this opportunity.

Fairfax County Government prohibits discrimination on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, disability, sexual orientation, gender identity, genetics, political affiliation, or military status in the recruitment, selection, and hiring of its workforce.

Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. Contact 703-324-4900 for assistance. TTY 703-222-7314. DHREmployment@fairfaxcounty.gov EEO/AA/TTY.

