



We are Hiring an **Accountant**
Full-time \$15.72-\$21.62/hour

Do you like analyzing numbers? We are looking for an Accountant to help NorthRidge Community Credit Union further its missions to improve the financial lives of our members and our communities. NorthRidge is committed to empowering our members to take control and realize financial freedom.

Accountant Responsibilities:

- Prepares financial statements and various other financial reporting. Assists in development of financial, statistical, and accounting records of the Credit Union. Ensures accounting functions are completed in accordance with established Credit Union procedures and generally accepted accounting principles (GAAP) and any other applicable regulations. Makes suggestions to improve operations and procedures. Implements changes in operations, policies, and procedures as directed. Understands and is backup to the duties and functions of other accounting personnel.
- Prepares information and reports for audits/examinations, including year-end comprehensive audit.
- Stays informed of developments in the accounting field and of changing governmental and legal requirements. Remains in compliance and follows all BSA policy and procedures including the completion of annual BSA training.
- Maintains effective communication and coordination with Credit Union personnel and with management.

Qualifications:

- Two to five years of similar or related experience.
- A college degree in Accounting.
- This position requires a significant level of trust and diplomacy.
- Thorough knowledge of economic and accounting principles and practices, the financial markets, Credit Unions and the analysis and reporting of financial data. Familiarity with spreadsheet and word processing software such as Microsoft Office products.
- Must be able to lift or carry 20 pounds with or without accommodation.
- Must be able to work in a stationary environment for most of the day.

To Apply:

Please email resume and cover letter to: employment@nrccu.org Deadline: Friday April 12, 2018.

This position is located in Hoyt Lakes, MN, however you may also be asked to work in any of our 4 other locations: Virginia, Biwabik, Ely or Hibbing.

NorthRidge Community Credit Union is an Equal Opportunity Employer. All qualified applicants receive consideration for employment without regard to race, national origin, age, sex, religion, disability, sexual orientation, marital status, military or veteran status, gender identity or expression, or any other basis protected by local, state, or federal law.