**Accountant**

*External Publication of Job Posting 50044730*

Ref Code: NC50044730-E

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<th>Job Title</th>
<th>Pay Range</th>
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<tr>
<td>Accountant</td>
<td>Starting Range $46,058 - $74,774</td>
<td>12/17/2014</td>
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<tr>
<th>Status</th>
<th>Division</th>
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<td>Full-time</td>
<td>Financial Services</td>
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**Tasks**

Responsible for performing the full range of financial/general ledger accounting functions described in the essential duties and responsibilities. Leads small to medium projects with minimal guidance.

- Prepares, reviews, and distributes financial reports including monthly and quarterly financial and operating statements.
- Prepares and enters journal entries to properly record all transactions (including those for adjustments, corrections, closing, monthly, quarterly, and annual).
- Analyzes source documents, closed work orders, accounting results, adders, trends affecting budget needs, etc.
- Resolves accounting issues as for internal customers.
- Prepares management reports as requested (e.g. health/dental claims, quarterly reports, regular and special budget reporting, monthly accounting reports, etc.).
- Posts and reconciles subsidiary ledgers.
- Reviews and processes receivables, payables, interest earned, etc.
- Assists with the development and implementation of assigned area’s budget.
- Reconciles accounts, cash and security fund balance, and prepares related accounting schedules.
- Prepares various filings including taxes, regulatory reports, etc.
- Maintains accounting records to include asset and depreciation records, etc.
- Serves as department liaison with internal customers, external entities, governmental agencies, internal/external auditors, vendors, etc.
- Interfaces with the external auditors including audit work paper preparation.
- Completes special accounting projects as assigned and compiles accounting records, etc, to determine financial resources required to implement programs, projects, etc.
- Plans, evaluates, and implements software upgrades, conversions and patches and may serve in a project leader capacity.
- Documents accounting procedures used to complete tasks and cross-train as directed.
- Assists with conducting surveys to gather various financial information for benchmarking, etc.
- Completes tasks similar to the above for District Energy Corporation and Nebraska Utility Corporation (Inter-local Corporations).

**SKILLS AND ABILITIES**

- Apply general accounting practices, GAAP, financial control practices, Federal Energy Regulatory Commission
accounting practices, and other applicable Federal, State, and local laws, rules, regulations, and practices.
- Proficient in automated financial management software to include SAP
- Apply general budgeting development, processes and practices
- Interpersonal skills
- Complex problem solving skills
- Strong analytical skills
- Proficient use of calculator
- Strong Excel, Word and Power Point skills
- Strong communication skills

Requirements

EDUCATION and/or EXPERIENCE
- Bachelor’s degree in Accounting or related field, and
- Four years of general accounting experience, or
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

CERTIFICATES, LICENSES, REGISTRATIONS
None

EEO Minorities/Women/Disabled/Veterans

Company

Feb. 1, 1966, Lincoln Electric System was formed, and a single utility began providing electric energy in and around Lincoln, Neb. In November 1970, Lincoln voters approved formation of a semi-autonomous administrative board of local citizens to oversee operations of the nonprofit, customer-owned utility.

Today, LES services approximately 200 square miles within Lancaster County in Nebraska, including the cities of Lincoln, Prairie Home, Waverly, Walton, Cheney and Emerald.

The primary goal of our 476 employees is to provide an adequate and reliable electric supply at the lowest possible cost to our more than 114,000 residential customers and 15,000 commercial and industrial customers.

- **Our mission:** LES is a progressive leader, partnering with the community to maximize energy value and quality of life in an environmentally-responsible manner.
- **Our vision:** LES - Striving to be the world's best energy company.