

**RUSK COUNTY HIGHWAY DEPARTMENT
HIGHWAY ACCOUNTANT II POSITION OPENING**

The Rusk County Highway Department is accepting job applications for a Full Time **Highway Accountant II** position. Duties include accounts payable, accounts receivable, payroll, maintaining cost accounting records in accordance with generally accepted accounting practices, general office duties, assisting customers and telephone and radio communications. This is a full-time position working from 6:00 AM to 4:30 PM Monday through Thursday.

Qualifications: A four year Bachelor degree with 5 years of work experience in accounts receivable, payable and/or an accounting related field or training in financial accounting equivalent to a bachelor's degree. Computer experience in Microsoft Word, Excel, Access and PowerPoint. Must have general office/clerical skills, ability to communicate effectively with the public, and work within deadlines.

Starting salary is \$19.84 per hour.

Full Benefit Package available.

A complete job description and applications may be obtained at

www.ruskcounty.org. (<http://www.ruskcounty.org>) or at the Rusk County Highway Department located at N4711 Highway 27, Ladysmith WI 54848.

Applications will be accepted at the Rusk County Highway Department, Monday through Thursday, 7:00 a.m. – 3:30 p.m. DEADLINE for applications is August 9, 2017.

Rusk County is an Equal Opportunity Employer

**Scott Emch PE
Highway Commissioner**