



# NORTON SOUND HEALTH CORPORATION

PO Box 966  
Nome, Alaska 99762  
(907)443-3311  
Fax: (907)443-2085

## Job Vacancy Notice

### Accountant II, Accounting

**PURPOSE OF POSITION:** Works closely with department managers who have state/federal grants or contracts, ensuring that the financial reporting of the grants and contracts is accurate. Prepares quarterly financial reports for all state and federal grants to the granting agencies as required. Prepares monthly journal entries. Assists the Director of Accounting during audits.

**EDUCATION AND EXPERIENCE:** A bachelor's degree in accounting from an accredited college or university. Two years of demonstrated experience in bookkeeping or accounting is required. Experience working with and knowledge of grant accounting is preferred.

**Registration/Certification:** None required.

For an application, detailed job description or more information, please contact:

NSHC Human Resources Department:  
Rhonda Schneider, Professional Recruiter  
rmschneider@nshcorp.org  
(907)443-4525  
907-443-2085 fax  
[www.nortonsoundhealth.org](http://www.nortonsoundhealth.org)

*NSHC will apply Alaska Native/American Indian (under PL 93-638), EEO, and Veteran Preferences. To ensure consumers are protected to the degree prescribed under federal and state laws, NSHC will initiate a criminal history and background check. NSHC is a drug free workplace and performs pre-employment drug screening. Candidates failing to pass a pre-employment drug screen will not be considered for employment.*