

Careers in Public Power

ACCOUNTANT



SKILLS



Analyzing and Interpreting Data



Calculations & Formulas



Questioning Attitude



Communication



Problem Solving

EDUCATION

Associates Degree in Accounting;

OR High School Diploma/
GED and experience

JOB DEMANDS

Detailed Work • 34-66%
Multitasking • 34-66%
Math • 34-66%

Problem Solving & Analysis • 34-66%
Oral & Written Communication • 34-66%

SALARY RANGE

\$42,000-\$66,000



TYPICAL DUTIES

- » Balance and reconcile all NPPD bank accounts to the general ledger.
- » Compile, prepare and submit monthly reports, journals and company-wide statistical data.
- » Perform month-end closing duties and routine accounting transactions, raise questions about unusual or questionable items, and to suggest solutions.
- » This position performs a variety of accounting tasks, spreadsheets, and presents and supports findings and recommendations.
- » This position also examines a variety of accounting documents to verify accuracy of computations and to ascertain that all transactions are properly supported.

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