

Western Prairie Human Services

Western Prairie Human Services, an Equal Opportunity Employer, is currently accepting applications for a full-time Accounting Technician. This position will be based out of the Elbow Lake, MN office. Required qualifications include a high school diploma or GED and moderate experience in bookkeeping, accounting, or clerical work, or equivalent combination of education and experience. This position performs intermediate technical work processing payables and receivables, maintaining accounting records and preparing financial reports, and related work as apparent or assigned. Work is performed under the limited supervision of the Human Services Fiscal Officer. Anticipated beginning pay is \$20.51 per hour. Health insurance and pension benefits are offered. Required on-line applications are available at www.westernprairiemn.us or can be picked up at the Elbow Lake or Glenwood location. Applications will be accepted until the position is filled. Contact Western Prairie Human Resources at 218-685-8200 for assistance.