ACCOUNTING SUPERVISOR
OFFICE OF ACCOUNTING

Salary Range: $66,945.00 - $83,680.00
Salary will be negotiable and commensurate with experience.

The Mississippi Department of Education (MDE) is seeking an Accounting Supervisor within the Office of Accounting. This position is responsible for the oversight of the Accounts Payable function at the Mississippi Department of Education.

RESPONSIBILITIES:
Duties and responsibilities include but are not limited to ensuring compliance with external and internal policies and procedures regulating Accounts Payable. This position is a second-level supervisor/manager responsible for overseeing the work of Professional level accounting staff. Accountable for formulating fiscal policies and operating procedures to concur with laws, rules and regulations as well as Government Accounting Standards Board (GASB). Employees at this level prepare and administer programs and budgets for the agency or department in cooperation with the agency executive team or accounting supervisor. Accountable for receiving and resolving questions and problems presented by business partners, Federal government agencies, local governments, State agencies, executive staff and other employees.

SPECIAL QUALIFICATIONS:
The preferred candidate may require:
- Supervisory experience.
- Experience in Accounts Payable and MAGIC (Mississippi Accountability System for Government Information and Collaboration).

EXPERIENCE/EDUCATION REQUIREMENTS:
Typically requires a Bachelor’s Degree and 6-7 years of experience.

APPLY
- Visit Mississippi State Personnel Board to apply
- Deadline: May 26, 2022

BENEFITS
- mdek12.org/OHR/MDE-Employee-Benefits

INQUIRIES
- Sheila Franklin-Buie
  sfbuie@mdek12.org
  601-359-3432