

Job Posting

Housing Authority of Florence

Accountant I

Accountant needed to fill a vacancy at our Central Office. Responsibilities include but are not limited to maintaining & processing accounts payable, tenant accounting processing, and general ledger processing. Position requires strong communication, interpersonal skills, and organizational skills. Excellent math skills and computer proficiency required. Ideal candidate will be professional, dependable, enthusiastic, and flexible.

3+ years' experience in data processing and or accounting or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

Applicants must possess a valid S.C. Driver's License. Excellent benefit package including State health insurance, State Retirement, General leave, holidays and continuing education opportunities.

Salary based upon experience and education. This position will require a background investigation and drug screen.

The position is open until filled.

Submit cover letter and resume to: HR Administrator, Housing Authority of Florence, P O Drawer 969 Florence, SC 29503.

Email: cwilloughby@hafsc.org.

EOE. Note: A position description can be sent upon request.

8/13/24