

Job Information from the Buffalo Employment and Training Center

77 Goodell St., Buffalo, NY 14203
716-856-5627 / 716-856-5670– Fax
www.workforcebuffalo.org

The BETC is here to help with your job searching needs. We have free services for all jobseekers.
Orientation Times: Monday – Thursday, 10 am or 2 pm.

February 7, 2018

The Buffalo & Erie County Workforce Development Consortium, Inc. (WDC) seeks to fill the following position:

Accountant I

Summary:

The Accountant I position is responsible for assisting the Fiscal department in creating accurate and timely financial records for the organization. The Accountant I participates in responsible financial management of nonprofit organizations according to specialized financial rules that pertain to nonprofit organizations exclusively. Salary \$45,000 - \$48,000

The WDC's policies and practices relating to recruitment, employment, career development and advancement, promotion and retirement are based solely on merit, without regard to race, gender, impairment, marital status, religious/political beliefs, genetic information or other non-merit related considerations.

Please view the complete position description with

REQUIRED QUALIFICATIONS at www.workforcebuffalo.org

To apply: Please submit résumé and cover letter by **2:00 p.m.**

February 21, 2018 to:

Danielle Sullivan, PHR, SHRM-CP

Human Resource Coordinator

Buffalo and Erie County Workforce Development Consortium, Inc.

dsullivan@wdcinc.org

*Our job announcements, news and other info are also available on Facebook, LinkedIn,
Twitter @BETC_updates and Instagram @BETC716*

Mayor: Byron W. Brown

County Executive: Mark C. Poloncarz

Exec. Director, BETC: Demone Smith

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