

### Account Clerk 3 (Account Clerk Lead)

Franklin County Children Services is seeking an Account Clerk 3 (Account Clerk Lead) for its Fiscal Department. The employee will analyze expenditures and/or receipts, prepare reports for incorporation into Agency financial statements, maintain general books of account, and may act as a lead worker. The qualified applicant will have the ability to calculate fractions, decimals, and percentages and have completed two courses in accounting for bookkeeping and six months experience as an account clerk. The preferred applicant will possess an associate's degree in business with emphasis in accounting principles or other equivalent combinations of education and work experience. Franklin County Children Services offers excellent benefits (health/dental/vision package, life insurance, sick leave/vacation/personal leave package, tuition reimbursement, and retirement contribution). If interested and meet the minimum qualifications, please send resume and cover letter along with salary requirements to Franklin County Children Services at 855 W. Mound St., Columbus, OH 43223 or email to [fccshr@fccs.us](mailto:fccshr@fccs.us).

EEO/AA