



Accounting Analyst

Lancaster County Solid Waste Management Authority (LCSWMA) manages the municipal solid waste and recyclable materials from Lancaster County, Pennsylvania homes and businesses, as well as refuse for the City of Harrisburg and surrounding Dauphin County communities. Once the waste is delivered by private haulers, LCSWMA employs a multi-step approach to trash disposal and processing, called an Integrated System. This Integrated System not only saves significant landfill capacity, it also creates clean, renewable energy (electricity).

We are currently looking for a qualified Accounting Analyst to support the organization's financial planning and reporting objectives through financial & operational data management that highlight opportunities to improve performance. Additionally, this role will provide administrative and accounting support for the Finance Department in all phases of the monthly accounting cycle.

The Accounting Analyst must be able to represent LCSWMA in a professional and confident manner while fulfilling the following responsibilities:

- Through the direction of the CFO, coordinate the efforts of multiple functional areas [Operations, IT and Accounting] to collect operational, financial and qualitative values for upload into a central reporting repository.
- Design and maintain computer-generated worksheets to ensure all current information is available and documented timely.
- Utilize business applications effectively for: [data management, data interfaces, end user inputs] to report valuations, trending, exceptions.
- Assist with day-to-day reporting work flow requirements and coordinate the efforts of other dependent resources with a goal of continuously improving upon the process.
- Coordinate and maintain a "needs assessment" tool for the budgeting application that incorporates user feedback, mgmt. functionality requirements and software support capabilities.

Candidates should have:

- Strong analytical & data management skills
- Strong written, verbal, and non-verbal communication skills
- Basic accounting and finance concepts necessary to work within accounting and budgeting applications.
- Strong organizational, analytical and problem solving skills and the ability to find solutions and independently complete tasks and assignments.

Salary commensurate with education and experience. LCSWMA offers an excellent, comprehensive benefits package and is an equal opportunity employer.