



# NOW HIRING

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## MANAGER OF ACCOUNTING

The Harriman Utility Board (HUB) is seeking applications to immediately fill the position of Manager of Accounting. This position is responsible for managing and overseeing the daily operations of the accounting department, monitoring and analyzing accounting data and producing financial reports or statements, and establishing and enforcing proper accounting methods, policies, and principles. For a full description of job duties, see attached job description.

### Qualifications:

- Bachelor's degree in Accounting or Finance
- 5-10 years' experience in Accounting
- CPA and/or MBA preferred
- Experience in Utility Accounting or FERC Accounting preferred
- Proficiency with Microsoft Excel, Word, and other Microsoft products

Reports to: General Manager  
Department: Accounting  
Work Status: Full-Time  
FLSA Status: Exempt  
Pay Status: Salary

Employment with HUB is contingent upon applicant passing employment eligibility verification, a background check, a physical examination, and a drug screening. Applications are available at the main office at 200 N. Roane Street, or may be downloaded from our [website](http://www.hub-tn.com) at [www.hub-tn.com](http://www.hub-tn.com).

The mission of the Harriman Utility Board is to enhance our community through exceptional service. All HUB employees should be dedicated to this mission, in keeping with our vision, which is to inspire social and economic growth through intentional action. This means that there is much expected of an employee of HUB beyond merely being qualified to perform a specific function. Essential to success is a personal commitment to both our customers, and our community.

Completed applications can be emailed to Whitney Helton at [whelton@hub-tn.com](mailto:whelton@hub-tn.com) or delivered in person at 200 N. Roane Street marked "ATTN: Whitney Helton – HR Dept."

**Applications will be accepted until September 30, 2023  
(or later if position is not filled)**

**Qualified Applicants Only.**

HUB IS AN EQUAL OPPORTUNITY EMPLOYER