Admiral Farragut Academy seeks
Bookkeeper

POSITION OVERVIEW: Admiral Farragut Academy is seeking a Bookkeeper with strong reconciliation experience and the flexibility to do a variety of business functions.

This position is responsible for computing, classifying, and recording financial transactions including but not limited to accounts payable, payroll, and employee benefits. The bookkeeper also performs routine financial calculations and general ledger duties, and may check the accuracy of calculations performed by other employees.

ABOUT ADMIRAL FARRAGUT ACADEMY: Admiral Farragut Academy is a private Prek-12 school with small classes, a waterfront campus and a progressive approach to education. Located in beautiful St. Petersburg, Florida, Admiral Farragut Academy is situated about 5 minutes from the Gulf of Mexico.

TO APPLY: Go to https://farragut.org/about/careers/ for instructions and a link to our online employment application.

DEADLINE TO APPLY: Open until filled

For more about our vibrant community, go to http://www.visitstpeteclearwater.com/communities/st-petersburg