



# PLEASE POST

**REGINA ARMSTRONG**  
Superintendent of Schools  
ADMINISTRATION OFFICE

**RODNEY GILMORE, Ed. D.**  
Associate Superintendent for Human Resources  
HUMAN RESOURCES DEPARTMENT

June 3, 2024

JOB POSTING # 56

## 2024 - 2025 SCHOOL YEAR VACANCY

*This Position is subject to Civil Service Approval*

**POSITION:** **SCHOOL DISTRICT AUDITOR**

**LOCATION:** Business Office

**REPORTS TO:** Assistant Superintendent for Business and Operations

### QUALIFICATIONS:

- Bachelor of Science and/or Master of Science in Accounting or Finance required.
- Demonstrated strong background and understanding of New York State accounting, financial reporting and auditing standards and regulations in school districts.
- Experience in school district accounting and financial reporting, including Special Aid funds (Federal and State aid grants financing).
- Experience in preparation of reports for NYSED.
- Experience with posting payroll and working with payroll department for special aid payroll budget codes.
- Ability to work collaboratively with a team of professionals.
- Thorough knowledge of the governmental principles (GAAP) and practices of business administration and the principles and practices of budgeting.
- Experience with NVision accounting software
- Must be detail oriented and possess excellent analytical and communication skills.
- Ability to work on different projects as assigned by Assistant Superintendent for Business and Operations.

**COMPENSATION:** Contractual

**CLOSING DATE:** June 14, 2024

**APPLICATION PROCEDURE:** To apply click this link [www.olasjobs.org/hempstead-ufsd](http://www.olasjobs.org/hempstead-ufsd)

*Rodney Gilmore, Ed.D.*

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Associate Superintendent for Human Resources

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