

# Accountant

## EMPLOYMENT OPPORTUNITY



### Employment Type

Full-time, year round position

### Location

Hybrid remote: office located in Whitewater, WI with 2-3 days per week of remote work

### Start Date

July 28, 2025

### Hourly Rate Range

\$29 to \$33 per hour

### Reports To

Executive Director of Financial Services

### Brief Job Description

Assist in administering the business affairs of the Agency to provide the best possible service to internal and external stakeholders to assist them in achieving their goals. Activities include but are not limited to grant and contract fiscal monitoring and claim administration; review and processing of all agency purchase requests; oversight of accounts receivable processes; and financial reporting.

### How To Apply

Complete the [CESA 2 Employment Application](#) or apply via [WECAN](#).

### Education/Experience

Associate's Degree in Accounting/Finance or related field, or equivalent experience. Three years of related accounting experience and/or training. Preferred candidates will have a Bachelor's Degree in Accounting/Finance or related field, experience with school based accounting, experience using Skyward (Qmlativ preferred) and/or similar financial software, experience managing federal grants and/or governmental accounting, experience developing and monitoring budgets and knowledge of Wisconsin Uniform Financial Accounting Requirements (WUFAR) as well as GASB and DPI accounting rules.

### Skills Required

Strong understanding of accounting principles and ability to perform complex accounting functions. Strong technology skills (spreadsheets, word processing, web-based programs such as Google, etc.). Strong verbal and written communication skills with the ability to communicate, interact, and work effectively and cooperatively with people from diverse backgrounds. Ability to work with minimum supervision, multi-task and meet deadlines. Ability to be extremely accurate with outstanding attention to detail. Ability to establish and maintain cooperative and effective working relationships with others. Positive attitude and commitment to life-long learning and public service.

# About CESA 2

## Mission

To improve student learning by expanding the capacity of our diverse school districts.

## Vision

Become the preferred partner by helping districts achieve exceptional student learning.

## Values

- Collaborative relationships
- Effective practice
- Tailored services
- Family engagement
- Shared leadership
- Results-focused
- Innovative thinking

## How We Serve

The Cooperative Educational Service Agency (CESA) 2 provides services and support to its 74 member school districts throughout Dane, Green, Jefferson, Kenosha, Racine, Rock, and Walworth counties in southern Wisconsin. Working in partnership with school districts, universities, and businesses, CESA 2 strives to be a leader of educational leaders. CESA 2 is governed by section 116.01 of Wisconsin State Statutes, which allows it to enter into contracts and act as a liaison between school districts, the Department of Public Instruction, and the U.S. Department of Education.

Funding for CESA 2 programs and services comes from state and federal grants, professional development workshop fees, and fees paid for specific services.

## The CESA 2 Region

