



**POSITION AVAILABLE  
Accounting Technician**

The City of Belle Plaine is seeking a full time Accounting Technician. Performs utility and all other billing, ability to explain and respond to billing questions, provides customer service, processes transactions in a timely and efficient manner and provides support and assistance to the Finance Director. This position involves general accounting tasks that vary in complexity, which requires accuracy attention to detail and technical interpretation of policies effective communication skills and tact in dealings with the public. Associate degree in accounting, finance or related business field and one to two years of experience in the accounting field required. Starting range \$49,313.04 - \$53,866.79. Applications may be downloaded at [www.belleplainemn.com](http://www.belleplainemn.com). Submit completed application, cover letter and resume to City of Belle Plaine Attn: Human Resources, P.O. Box 129, Belle Plaine, MN 56011 by November 12, 2021 at 3:00 PM.