

**NEW JERSEY
OFFICE OF THE SECRETARY OF HIGHER EDUCATION
NOTICE OF VACANCY**

ANTICIPATED JOB VACANCY

Department Posting

State Posting

Posting Date: February 17, 2015

Division: Finance, Research
& Accountability

No. Vacancies 1 (one)

Salary: \$41,230.15 - \$43,094.21

Title: Auditor Accountant
Trainee

Posting # OSHE-2015-002

DESCRIPTION:

Does the work, as a trainee and productive worker, involved in making field and office audits, and/or in keeping financial records and reports in a state department, institution, or agency; does related work.

EDUCATION:

Graduation from an accredited college or university with a Bachelor's degree, including or supplemented by twenty one (21) semester hour credit in professional accounting courses which may include courses in municipal or government accounting.

NOTE:

Possession of a valid Certificate as a Certified Public Accountant or Registration as a Public Accountant issued by the New Jersey State Board of Accountancy may be substituted for the required degree in accounting.

EXPERIENCE:

N/A

OPEN TO THE FOLLOWING:

RESIDENCY: New Jersey Residency required. If you do not reside in New Jersey, you have one year after the date you begin employment to relocate your residence to New Jersey.

Interested applicants should send a letter and resume by, March 3, 2015.

NJHE.General@oshe.nj.gov or
Office of the Secretary of Higher Education
20 West State Street, PO Box 542
Trenton, NJ 08625
Attn: Marlene Lebak, Executive Assistant