

## **IMMEDIATE OPENING FOR BOOKKEEPER**

The Spalding Community Services District has an immediate opening for a part-time, 24 hour per week, bookkeeping position at Eagle Lake. Applicants must possess a two year college degree in accounting or business, be able to type 40 wpm (certificate required), and extensive experience with Quickbooks, Excel, and Microsoft Word. At least two years of previous experience in bookkeeping is required. Applicant must have an excellent employment history. Hourly Compensation Range: \$12.00 - \$14.59/hr. with benefits. For information and/or application and job description, please visit [www.spaldingcsd.org](http://www.spaldingcsd.org) or call (530)825-3258. Spalding CSD is an equal opportunity employer. Spalding Community Services District, 502-907 Mahogany Way, Susanville, CA 96130. **Final Filing date is August 19, 2011 @5 pm.**