



Post Office Box 309, Boonville, NC 27011
 533 N Carolina Avenue Highway 601 N
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 Serving: Davie, Stokes, Surry, and Yadkin Counties

YVEDDI provides equal employment opportunities for everyone. No person shall be discriminated against because of race, religion, color, sex, age, national origin, disability, political affiliation or veteran status.

To:	<ul style="list-style-type: none"> ○ Interested Persons ○ N. C. Dept. of Commerce – Workforce (ESC) ○ Local YVEDDI Service Centers ○ Indeed, LinkedIn, Twitter and Facebook
From:	Kathy Payne, Executive Director 
Date:	December 21, 2022
Re:	JOB VACANCY
Position Title:	Accounting Specialist
Job Location:	533 NC Ave, Hwy 601 N, Boonville, NC
Work Schedule:	Generally, 8 – 4:30
Wage Range:	Competitive – DOE
Benefits:	Health and Life Insurance, 12 paid holidays, Vacation and Sick Leave (paid time off), Retirement Plan. Optional accident, vision, dental, and LegalShield
Starting Date:	January 3, 2023
Job Objective:	To provide acceptable computerized accounting/records/reports for assigned Programs/Project funds. To accurately prepare, process, monitor benefits, and maintain files, records, and reports.
Education Requirements:	Prefer associate degree in accounting or related field and/or demonstrated positive equivalent work experience.
Close Out Date	Until filled
Contact:	Qualified applicants should contact HR Director Janet Phillips at jphillips@yveddi.com Employment Application available for download at www.yveddi.com

Employment with YVEDDI is “at will”. You or YVEDDI may end your employment with us at any time for any reason within applicable state and federal laws. Drug Testing and Criminal Background Checks Required