

**LOWER KUSKOKWIM SCHOOL DISTRICT**  
**P.O. BOX 305**  
**BETHEL, AK 99559**  
**PHONE: 543-4865, FAX: 543-4900**

**28-17/18**  
12/14/2017 Date Posted

**OUT OF DISTRICT POSITION ADVERTISEMENT: CLASSIFIED**

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**Position                    ACCOUNTING CLERK I**

**Department / Site    DISTRICT OFFICE - PAYROLL**

**Qualifications**

High school diploma or equivalent required.  
Ability to live and work in a cross-cultural, rural Alaskan environment.  
Must pass a criminal background check.

**Accounting Clerk I:**

High School or GED. Ability to perform basic clerical functions. Ability to type a minimum of 30 words per minutes. Ability to operate basic office machines/computers. Ability to live and work in a cross-cultural Alaskan environment.

**Terms of Employment**    Permanent 37.5 hrs/wk, 258 days/yr

**Salary**                    Accounting Clerk I: Range 9/P \$20.69

**Closing Date            Open Until Filled**

Applications may be requested from: LKSD/Personnel Department, PO Box 305, Bethel, Ak 99559 (907) 543-4886 and FAX (907) 543-4900. Download an Application at [www.lksd.org](http://www.lksd.org). The Lower Kuskokwim School District is an EEO, Affirmative Action Employer.

**If you are applying for a position that requires typing skills, we must have a typing test on file before 3:00pm on the closing date.**

12/14/2017