

STATE OF HAWAII  
DEPARTMENT OF HAWAIIAN HOME LANDS

**VACANCY ANNOUNCEMENT**  
(Recruitment No. 23-007)

Opening Date: February 17, 2023

Closing Date: Continuous until Filled

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**HHL Accountant IV - NAHASDA**

Fiscal Office

Exempt from Civil Service

This vacancy will be filled by an exempt (non-civil service) At-Will Appointment  
\$4,692/month, State benefits apply

**DUTIES SUMMARY:**

The purpose of the position is to perform professional accounting work in operations for DHHL Federal funds, including the Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA) funds and USDA funds, and in carrying out special accounting assignments.

**MINIMUM QUALIFICATION REQUIREMENTS:**

Education:

Graduation from an accredited four (4) year college or university with a bachelor's degree with a minimum of 12 semester credit hours in accounting and/or accounting subjects.

General Experience:

Two and one-half (2-1/2) years of progressively responsible professional accounting or auditing experience which may have included teaching accounting at the university level.

Substitutions Allowed:

Professional accounting or auditing experience may be substituted for education on a year-for-year basis. Possession of a bachelor's degree from an accredited college or university with a minimum of 24 semester credit hours in accounting subjects may be substituted for one-half (1/2) year of accounting experience. Possession of master's degree in accounting may be substituted for one and one-half (1-1/2) years of accounting experience.

**To Be Eligible:**

**Applicants must be U.S. citizens or authorized to work in the U.S. and meet the minimum qualification requirements as stated above.**

**To Apply:**

**Submit completed State of Hawaii Application for Non-Civil Service Appointment; resume; cover letter; and copies of all required licenses, certificates, and diplomas/degrees to the DHHL Human Resources Office, 91-5420 Kapolei Parkway, Kapolei, Hawaii 96707. Applications emailed, hand-carried or sent via the U.S. Mail must be postmarked by the filing deadline noted above (if applicable). Application and accompanying materials become the property of the DHHL. As needed, applicants should make copies of their resumes before submittal to the DHHL. Call 620-9538 for more information.**