



## **Accountant - Supplemental Questionnaire**

Resumes and applications provide us with useful information, but it is also helpful to provide candidates with an opportunity to provide additional information on their experience, interests, skills etc. Please answer each of the questions below to the best of your ability and submit with your application. Thank you for your interest in joining the Riverside County Transportation Commission team of dedicated employees!

1. Describe in detail your experience with financial reporting, including but not limited to preparation of journal entries, general ledger account reconciliations including cash and investments, project accounting, and accounts payable.



2. Describe in detail your experience with governmental accounting. Provide specific examples of your role with overseeing the day-to-day general ledger activities.



3. Describe your experience reviewing and working in both subsidiary and general ledgers, and preparing trial balances, reconciliations, and worksheets?



4. What is your approach to leading other accounting staff in various tasks? Describe your level of leadership and guidance provided to finance staff?



5. What experience do you have with enterprise resource planning systems? What modules are you most familiar with and provide examples of how you used these modules?