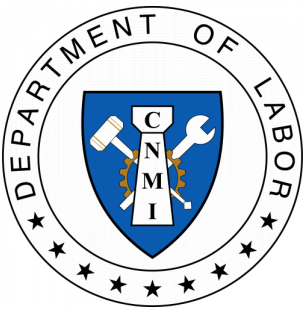


This job post is closed and the position is probably filled. Please do not apply.

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25-01-21531544398 | ACCOUNTANT

[U&A, LLC](#) · [Full-time](#) · \$16.98 / hour · 3m ago



Auto Generated UID (For Official Use Only): 25-01-21531544398

Work Days Per Week: Not Applicable

Work Hours Per Week: 40

Estimated Work Hours Per Day: 8

Hourly Work Schedule Per Day:  
N/A

Are Hours Per Day Flexible?: N/A

Payment Frequency: Bi-Weekly

Estimated Annual Salary (If value is 0, employer did not provide): 0

Opening Date of Announcement: 01/21/2025

Closing Date of Announcement: 02/20/2025

Anticipated Start Date of Employment: 00/00/0000

Anticipated Closing Date of Employment: 00/00/0000

Number of Job Openings: 1

Job Location: Saipan

Job Location Address: Room 206 MAC Bldg Chalan Kiya

FLSA Covered?: Yes

DOD or VEVRAA Related?: No

Overtime Available?: Yes, overtime rate calculated at 1.5x per hour

Payroll Deductions: State Income Tax, Social Security (FICA), Medicare Tax

Job Qualification Requirements:

Minimum Qualifications: BACHELOR’S DEGREE MAJOR IN ACCOUNTING. TECHNOLOGY SKILLS IN USING ACCOUNTING SYSTEMS AND SOFTWARE. USING MATHEMATICS AND ANNALYZATION IN SOLVING PROBLEMS. PREFERABLE WITH KNOWLEDGE OF CNMI AND US TAXES AND US GENERALLY ACCEPTED ACCOUNTING PRINCIPLE. 24MONTHS ACCOUNTING RELATED EXPERIENCE REQUIRED.

Additional Job Information: Benefits, Required Tools, Supplies, etc.:

Employer will provide the tools, supplies and equipment required to perform the duties assigned.

How to Apply: Submit a professional resume to:  
U&A, LLC (URBANO & ASSOCIATES, LLC)  
Office Address: Suite 206, MAC Building Chalan Kiya Saipan  
Commonwealth of the Northern Marianas Islands  
Mailing Address: P.O. Box 506693, Saipan MP 96950  
Email Address: admin@uallc.biz

**Job Description:**

Analyze financial information and prepare financial reports to determine or maintain record of assets, liabilities, profit and loss, tax liability, or other financial activities. Compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain financial data for use in maintaining accounting records. Prepare and process payroll information. Prepare CNMI individual & corporate income tax, Federal individual & corporate income tax return and various U.S. states individual & corporate return. Complete and submit tax forms and returns, and other government documents. Prepare trial balances of books.