

**Thank you for your interest in our position of Accountant. As a part of your application packet, please answer the supplemental questions listed below. If you need to add additional pages for your response, that is acceptable.**

**Supplemental Questions**

1. Please specifically outline how your education and experience meet or exceed the minimum qualifications, essential functions and knowledge, skills and abilities for this position.
2. This position requires someone to manage multiple accounts and busines functions, while strictly adhering to deadlines. Please outline how your previous work experience aligns with this requirement.
3. An essential function of this position is payroll. Please describe your previous experience managing payroll.
4. Do you have experience with ADP? If yes, please explain what you work in with ADP.
5. Describe any experience you have in an accounting function for a public employer.