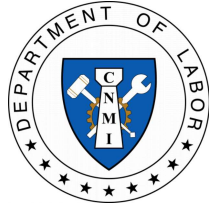


JOB DETAILS

24-06-25043409754 | Accountant

MTO Maintenance (Saipan) Inc. · Full-time · \$16.98 / hour · 4h ago



Auto Generated UID (For Official Use Only): 24-06-25043409754

Work Days Per Week: Monday, Tuesday, Wednesday, Thursday, Friday

Work Hours Per Week: 35

Work Hours Per Day: 7

Payment Frequency: Bi-Weekly

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

Opening Date of Announcement: 06/25/2024

Closing Date of Announcement: 07/16/2024

Anticipated Start Date of Employment: 10/01/2024

Anticipated Closing Date of Employment: 09/30/2025

Number of Job Openings: 2

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:

MUST HAVE AN ASSOCIATE'S DEGREE AND 24MONTHS OF WORKING EXPERIENCE AS AN ACCOUNTANT. CERTIFICATE OF EMPLOYMENT AS AN ACCOUNTANT IS REQUIRED. KNOWLEDGE OF GENERALLY ACCEPTED ACCOUNTING PRINCIPLE AND CAN PREPARE TAXES SUCH AS FEDERAL AND LOCAL TAX AND INDIVIDUAL AND CORPORATE TAX. PASSED PRE-SCREENING TEST IS REQUIRED (LIKE TRADE TEST AND/OR EMPLOYMENT EXAM)

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

- Basic Wage Rate : \$16.98 to \$16.98 per hour
- Overtime Wage Rate \$25.47 to \$25.47 per hour
- Anticipated Hours per Day : 7
- Anticipated Hours per Week : 35
- Anticipated Days of Work Per Week: Monday - Friday
- Anticipated Hourly Work Schedule: 8:00 AM - 5:00 PM
- Specify All Payroll Deductions: Payroll related taxes as required by law
- We will provide without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.
- The company guarantee three-fourth, Three-fourths is defined as an offer to workers full-time employment for a total number of work hours equal to at least three-fourths of the workdays of each 12- week period. Transportation and subsistence will be provided to worker while travelling from workers origin to the place of employment and the return transportation and

subsistence at the conclusion of the job opportunity.

- Applicant can send resume at admin@mtosaipan.com or drop resume at Suite 206 MAC Building Chalan Kiya Saipan MP 96950 or call 16702870657 between 8:30 am to 5:30 pm from Monday to Friday

Job Description:

Perform variety of works which include analyze financial information and prepare income statement, cash flows, balance sheet, accounts receivable and payable. Prepare CNMI individual & Corporate income tax, federal individual & corporate income tax return and various U.S. States individual & corporate tax return and some related job.