

Sun Tran...driven to go the extra mile!



STAFF ACCOUNTANT

OPENING DATE: January 26, 2026
CLOSING DATE: Open Until Filled
SALARY: \$25.76/hr-\$32.21/hr

Sun Tran is seeking a detail-oriented Staff Accountant to support the Finance team. This role ensures accurate financial reporting, maintains accounting records and assists with month-end close, reconciliations, audit support, and special projects.

ESSENTIAL FUNCTIONS:

- Performs month-end close, journal entries, reconciliations and variance analysis
- Maintain general ledger accuracy and organize financial records
- Process accounts receivable: invoicing, payment application, aging reports and expense accruals
- Compile departmental data for year-end reporting and compliance
- Support special projects, ad hoc analyses and payroll related activities

MINIMUM QUALIFICATIONS:

- Bachelor's degree in Accounting, Finance or related field
- 2-3 years of progressively responsible accounting experience
- Proficiency in GAAP, journal entries, reconciliations, ERP systems, payroll software, and Microsoft Office (Excel advanced)

PREFERRED QUALIFICATIONS:

- CPA or progress toward certification
- Strong analytical, organizational and communication skills

BENEFITS:

Comprehensive benefits package including health insurance for employees and dependents, paid vacation, sick leave, holidays and a generous retirement plan.

HOW TO APPLY:

Apply by downloading an application at www.suntran.com and emailing it to suntranhr@tucsonaz.gov, or apply in person at 3910 N. Sun Tran Blvd., Monday-Friday, 9am-4pm.

If selected for any of the positions, the company requires a background investigation and a pre-employment drug screen. We are an Equal Opportunity/Reasonable Accommodation Employer.

