



Clark County
PRINCIPAL ACCOUNTANT

SALARY	\$41.31 - \$61.02 Hourly	LOCATION	Clark County - Las Vegas, NV
JOB TYPE	PERMANENT	JOB NUMBER	31106
DEPARTMENT	District Court	OPENING DATE	03/31/2026
CLOSING DATE	4/7/2026 5:01 PM Pacific	MAX NUMBER OF APPLICANTS	250

ABOUT THE POSITION

The Eighth Judicial District Court is seeking a Principal Accountant to oversee complex governmental accounting and financial reporting functions in the District Court Comptroller division. This advanced-level role provides technical leadership and supervision, exercises independent judgment, and ensures compliance with applicable laws, regulations, and accounting standards. Responsibilities include managing audits, capital assets, reconciliations, and grant oversight, as well as guiding and training departments on proper accounting practices.

THIS RECRUITMENT IS LIMITED TO THE FIRST 250 APPLICATIONS RECEIVED AND WILL CLOSE WITHOUT NOTICE ONCE THAT NUMBER IS REACHED.

THIS IS A DEPARTMENTAL RECRUITMENT OPPORTUNITY AND IS OPEN ONLY TO FULL-TIME PERMANENT EMPLOYEES OF THE EIGHTH JUDICIAL DISTRICT COURT WHO HAVE SUCCESSFULLY COMPLETED THEIR PROBATIONARY PERIOD.

Human Resources reserves the right to call only the most qualified applicants to the selection process.

District Court Human Resources reserves the right to call only the most qualified applicants to the selection process.

This position is a non-union position and excluded from membership in the union.

MINIMUM REQUIREMENTS

Education and Experience: Bachelor's Degree in Accounting, Finance, Business Administration, Economics or a related field, AND four (4) years of full-time professional level accounting experience; public agency experience, an advanced degree, and/or CPA desirable.

Background Investigation: Employment is contingent upon successful completion of a background investigation. Periodically after employment background investigations may be conducted.

Citizenship: Candidates must be legally authorized to work in the United States. **Please note,** Clark County does not provide H1B visa sponsorships or transfers for any employment positions.

Pre-Employment Drug Testing: Employment is contingent upon the results of a pre-employment drug examination.

EXAMPLES OF DUTIES

- Reviews and analyzes departmental and County accounting procedures for conformance with laws, regulations and accepted accounting practices; recommends improvements to such procedures to ensure compliance with laws and regulations.
- Provides lead direction, training and work assignment and review to professional, technical and support staff; organizes work, sets priorities, instructs staff in work procedures; provides input into selection decisions, performance evaluations and disciplinary matters.
- Prepares and directs the preparation of budgets, audits, financial statements and varied fiscal reports.
- Reviews accounting documents to ensure accuracy of information and calculations and makes correcting entries.
- Develops and implements departmental goals, objectives, policies, procedures and work standards.
- Examines supporting documentation to establish proper authorization and conformance with agreements, contracts, and state and federal regulations.
- Prepares and maintains control and subsidiary accounting records involving a variety of transactions and accounts.
- Maintains expenditure and budgetary control accounts and records; reviews, analyzes and adjusts budgets for departmental and County funds.
- Analyzes programs and legislation to determine fiscal and budgetary impact; prepares budgetary appropriation transfers and supplemental budgets.
- Reviews and recommends modifications to accounting systems and procedures.
- Works with outside auditors as needed.
- Contributes to the overall quality of the department's service provision by developing and coordinating work teams and by reviewing, recommending and implementing improved policies and procedures.
- Uses a variety of standard office equipment, including a computer, in the course of the work.

PHYSICAL DEMANDS

Mobility to work in a typical office setting and use standard office equipment, vision to read printed materials and a computer screen, and hearing and speech to communicate in person or over the telephone. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

Employer

Clark County

Address

500 S. Grand Central Pkwy, 3rd Floor
PO Box 551791
Las Vegas, Nevada, 89155-1791

Phone

(702)455-4565

Website

<http://www.clarkcountynv.gov>