



P.O. Box 96027 • Las Vegas • NV • 89193-6027
Telephone (702) 295-1600

Contract Specialist/Financial Analyst

Closing date: September 14, 2012

WSI-Nevada, security contractor to the Department of Energy (DOE) at the Nevada National Security Site, is currently accepting applications for a **Contract Specialist/Financial Analyst**. Qualified candidates:

- will have a BA/BS degree in Accounting, Finance, Business Administration, or related field, from a recognized college/university, or equivalent combination of academic training and experience.
- must have a minimum of three years of related work experience in Contract management and Accounting, to include subcontract administration, planning and budgeting at a management level. Three years Government Contracting and Accounting experience is preferred.
- must have knowledge and understanding of Federal Acquisition Regulations (FAR) and Generally Accepted Accounting Principles (GAAP), Cost Accounting Standards (CAS), and Department of Energy Acquisition Regulations (DEAR).
- must have strong PC skills in Excel and Word.
- must have a background which would not preclude a security clearance being granted (requires U.S. citizenship).

The **Contract Specialist/Financial Analyst** ensures subcontractor compliance with the FAR and terms of the contract, DOE directives and DEAR regulations. Assists with company budgetary and fiscal planning, cost estimating, cost reporting, trend and variance analysis. Ensures compliance with GAAP, CAS, and contract provisions relating to accounting and financial reporting.

Interested candidates must submit completed application by September 14, 2012.

Applications must be received by this date. Late applications will not be accepted.

An application form can be downloaded from www.wsinevada.com. Please print out the application, fill it out in your own handwriting and mail it back to the address below.

Applications can be faxed prior to mailing to 702-295-2445 or scanned once completed and e-mailed to wsinvresume@nv.doe.gov.

Mail to:
WSI-Nevada
Attention: Receptionist
P.O. Box 96027
Las Vegas, NV 89193

AA/EO/M/F/V/H