

The Center for Catholic Life located in Helena, MT is looking for a qualified Accounting Technician and Accountant to keep our company budgets and financial functions on track with unwavering accuracy. The most successful person will have a natural passion for math, and a strong understanding of the intricacies of assets, liabilities, profit and loss, and other financial transactions within our organization. They will play an enormously important supportive role, keeping our financial outlook bright with precision and proactive measures.

This position can be a growth opportunity that can expand your basic knowledge of technical accounting skills to a rich accounting career by working and maturing with our strong and professional team.

The person who fills this position will be working full-time, Monday – Friday with full benefits, which include health, dental, vision, retirement, and life insurance. But your greatest benefit will be working in an office of knowledgeable and fair-minded peers that will work to make you a success.

If interested apply by sending your resume to HR@diocesehelena.org and visit the Diocesan website for additional information and job description. This position will remain open until filled with a first look on May 15, 2022.

Please look at the job descriptions to determine if you meet the Accounting Tech or Accountant job experience. Both will be listed on the website.