

**FACULTY QUALIFICATIONS
FOR OCCUPATIONAL PROGRAMS**

<i>Instructional Area:</i>	101 Accounting
<i>Educational Requirements:</i>	Bachelor's degree in Accounting, Finance, or a closely related business field is required. Master's degree in Business Administration, Accounting, or Finance is preferred. Certification as Certified Public Accountant preferred. In evaluating candidates for this position, Nicolet may consider a combination of education, training, and experience that provides the necessary knowledge, skills, and abilities to perform the duties of the position.
<i>Occupational Requirements:</i>	Two years (4,000 hours) of verified occupational work experience in Accounting is required. Occupational experience must include one year (2,000 hours) within the past five years. Recent teaching experience in higher education may be substituted for up to one year of the occupational experience requirement. Additional experience in business outside the field of education preferred.
<i>Working titles which provide the occupational experience necessary to function as an instructor:</i>	<ul style="list-style-type: none"> • Auditor • Accountant • Systems Accountant • Finance Officer • Controller • Public Accountant • Budget Analyst • Treasurer • Management Accountant • Chief Financial Officer (CFO) • Chief Operating Officer (COO) • Similar job experiences reviewed on a case by case basis.
<i>Relevant job duties an individual should have performed:</i>	<ul style="list-style-type: none"> • Process financial transactions throughout the accounting cycle. • Perform organizational and individual tax accounting preparation, reporting, and analysis tasks. • Perform payroll preparation, reporting, and analysis tasks. • Perform cost accounting preparation, reporting, and analysis tasks. • Identify internal controls to reduce risk. • Analyze financial and business information to support planning and decision-making. • Supervise Accounting staff or operations.
<i>Requirements from other governmental agencies, associations, or other significant groups:</i>	Preferred: CPA or MBA credentials.
<i>Other:</i>	