

## **Accountant**

Dubois REC is currently seeking qualified candidates for the position of an entry-level Accountant. The successful applicant is to perform the processing of accounts payable, miscellaneous accounts receivables, prepare payroll, answer member phone calls, and engage in the collection process. Applicant must be able to work occasional evenings during the collection process. Must pass pre-employment exams.

Selected candidate must have a minimum of a Bachelor's Degree in Accounting, Business or a related field. The candidate must have experience in the accounting field, strong analytical and problem-solving skills and excellent interpersonal and communication skills.

Employment applications may be obtained at our office located at 1400 Energy Dr., Jasper or on-line at [www.duboisrec.com](http://www.duboisrec.com). Please send the completed application along with resume including references no later than **Wednesday, September 30, 2020** to Dubois REC, Attn: HR Dept., P.O. Box 610, Jasper, IN 47547.

**NO phone calls please!**