



Accounting Clerk – Full or Part Time

This entry level position may be filled with one full time or 2 part time individuals.

Duties for this position include performing various tasks of accounting including cash receipts, payroll, accounts payable, and financial reporting. The ideal candidate should be looking for growth opportunities.

This opportunity provides a wide range of benefits that include multiple insurance offerings, retirement plan, Paid Time-Off (PTO), paid holidays and holiday PTO, various leave programs, educational assistance, identity protection, and employee assistance program for all. Full-time employees are also eligible for flexible spending accounts.

Educational Requirements: Must have high school diploma or GED or additional education.

Pay rate: Starting at \$11.00 per hour and adjusted for experience. EOE

To apply: Submit resume to humanresources@wesleyliving.com OR complete application at www.wesleyliving.com/careers and submit via email.