

Company Name: Tishco Properties LLC

Job Title: Accountant

Type: Real Estate and Rental and Leasing (NAICS 53)

LOCATION: Valdosta GA **STATUS:** FT Employment **FLSA STATUS:** Non-Exempt

DUTIES

This position is responsible for recording financial transactions including accounts payable and receivable; compile information to prepare entries into general ledger, analyze account information, reconcile transactions, and record bank statements.

SHIFT WORKED

Day

WORKING CONDITIONS

Excellent! Relaxed work environment, beautiful work space, and a great team of employees!

MINIMUM QUALIFICATIONS

Previous experience in bookkeeping/accounting and/or accounting degree required (will accept applicants who are within six months of graduation). Accounting software experience required. High School or equivalent required. Attention to detail and organizational skills are a must. Ability to communicate well and work as a contributing team member is a must.

PREFERRED QUALIFICATIONS

N/A

SALARY AND BENEFITS

\$16.00 - \$20.00/hr.

REQUIRED TESTS

N/A

GUARANTEED INTERVIEW

Yes

APPLICANT INSTRUCTIONS/INFORMATION

Application Deadline: 9/30/2021

THIS IS A POSTING FOR AN EXTERNAL EMPLOYER. Although all application packets MUST be completed via the Online Job Center at https://www.easyhrweb.com/JC_Wiregrass/JobListings/joblistings.aspx some external employers may require you to also submit application documents to them directly. The position ad will contain this information. As a part of the application process, interested candidates **may** be required to upload other documents such as a resume, transcripts, etc (see job center listing for more details). This posting will be removed from the Online Job Center on the date posted above. For more information regarding this position or application instructions, please contact the Human Resources & Career Services Office at (229) 333-5356 or careerservices@wiregrass.edu

EQUAL OPPORTUNITY EMPLOYER STATEMENT

As set forth in its student catalog, Wiregrass Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). Any violation or questions may be directed to: Shalonda Sanders, Title IX Coordinator (all campuses), Associate Vice President for Human Resources, Valdosta Campus, Brooks Hall, Room Rm. 548, (229) 333-5356 or shalonda.sanders@wiregrass.edu; OR Katrina Royal, Student ADA Section 504 Coordinator (all campuses), Special Populations Testing Services Coordinator, Valdosta Campus, Berrien Hall, Room 116A, (229) 333-2100 ext. 1236 or katrina.royal@wiregrass.edu *student ADA student disability claims only. Telephone numbers are accessible to persons who are deaf or hard of hearing through the Georgia Relay by dialing 711 or 1-800-255-0056 from a TTY/TDD.