

Accounting Clerk

George L. Wilson & Co., the tri-state's number one source for high quality construction equipment and supplies is currently looking for an **Accounting Clerk**. We have been serving the construction industry in Western PA and West Virginia since 1969.

Responsibilities and Requirements for this position include:

- Knowledge of debit/credit process
- Exceptional organizational skills
- Able to work on an Accounting team
- Good problem-solving skills
- Attention to detail a requirement
- Microsoft Excel experience necessary
- Understanding of material certifications, a plus

This candidate will be working with Accounting Department Supervisor. Experience in accounting software systems a plus.

This is a Monday - Friday, 7:30 am - 4 pm position. If interested in hearing more, please submit resume to Dayna Phillips at: dphillips@georgelwilson.com or 412.952.6881 to discuss position and interview process.

Visit our website at: www.georgelwilson.com to learn more about the company, the stability, and history of our work.