

Blodgett Job Opportunity

Department:	Accounting	
Job Title:	Accounting Associate	Pay Range: \$20.00 - \$24.00

Position Responsibilities include, but are not limited to:

- Create and enter General Journal Entries
- Reconcile Balance Sheet Accounts
- Back-up to Accounts Payable from Voucher to Check Run.
- Back-up to Accounts Receivable from Invoice to Cash.
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Required Qualifications:

- Experience with MS Office is a must, including proficient experience level with MS Excel.
- Excellent communication skill, both written and oral.
- Detail oriented and multi-tasking capabilities.
- Demonstrated work ethic, initiative and integrity, while within a team environment
- Ability to self-manage tasks
- Demonstrated reliability through attendance and self-motivation.
- Commitment to maintenance of a clean, organized and safe work environment
- Minimum Degree: Associates

Above job description is general and management may assign other duties.

We offer a supportive and team-oriented environment, competitive salary, health, dental and vision plans, 401k, life insurance, short term and long-term disability, wellness programs, tuition reimbursement and COVID safe environment.

Blodgett is a subsidiary of the Middleby Corporation.

If interested please email resume and cover letter to Lynn Wolski, Director of HR at:
employment@blodgett.com

We are an equal opportunity employer.