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**Position:** Accounting Clerk

**Date:** 03/04/2010

**Location:** BSC / Memphis TN

**Posting #:** 10-152

**Job Description:**

- The Accounting Clerk must have accounts receivable, accounts payable and general ledger knowledge
- Must be organized, able to multi-task, good communication skills, computer skills, and team oriented
- Able to plan, prioritize, organize and execute daily tasks
- Must be able to work closely with vendors and customers
- Full-time position, benefits package

**Qualifications:**

- 2-5 years accounting experience required
- Knowledge of Crane Cost and Care
- General ledger reconciliation experience required
- Proven proficiency in Microsoft Office products
- Must pass drug screen, fit for duty test and background check

Contact [hr@barnhartcrane.com](mailto:hr@barnhartcrane.com) with any questions or submit your resume via email.

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