

ACCOUNTING ASSISTANT

Hausmann has steadily matured into one of the region's premier commercial general contracting, construction management, and design build firms. Our team is seeking a reliable, detail-oriented person who is driven to help with the day-to-day accounting operations of a busy office environment.

This position will perform accounting activities related to Accounts Payable and Accounts Receivable, assist with general month-end closing procedures, and provide data entry support. Experience with Sage software is preferred.

Strong organizational skills, the ability to maintain detailed records, a general understanding of accounting principles, attention to detail, and a team attitude will all be sought in a successful applicant.

An exciting opportunity with Hausmann awaits the right candidate. This is a busy, high-volume and friendly environment that will suit a hardworking person with the desire to grow in a company with an award-winning culture. Benefits include a competitive wage, comprehensive and competitive benefits package, an energetic work environment and opportunities for advancement.

Submit your resume at

www.hausmannconstruction.com/careers

or send your resume and cover letter directly to careers@hausmannconstruction.com

