

ACCOUNTING POSITION AVAILABLE

Wheatland Rural Electric Association in Wheatland, Wyoming, seeks an Accounting Clerk. Successful applicant must possess a high level of computer skills related to application software such as Microsoft Office Suite, including proficiency of spreadsheets and word processing. Bookkeeping and/or accounting background is required. Must have advanced organizational skills with significant attention to detail and accuracy. Must have excellent oral and written communication skills. The successful applicant must maintain high degree of professionalism, cooperative attitude, and respect for all customers and employees. An associate degree in Accounting is preferred but not required. For full job description and other requirements, contact Rhonda Apodaca at 307-322-2125. For a job application, stop by the office at 2154 South St. Wheatland, WY., or it may be downloaded at www.wheatlandrea.com. To apply, submit cover letter, application, resume, and list of 3 professional references. Applications will be accepted until the position is filled. Wheatland Rural Electric Association, An Equal Opportunity Employer, offers a competitive salary commensurate with qualifications, competitive benefit programs and an excellent retirement plan through NRECA.

Mail or email required information to:
Wheatland REA
C/O Rhonda Apodaca
2154 South St.
Wheatland WY 82201
email: rka@wheatlandrea.com

