

## Accounting Clerk – Full-time

Responsibilities include processing accounting transactions on our PC-based computer system, grain accounts payable and receivable, data entry, mail services, filing, office supply inventory, account reconciliations, and customer service. Must have accounting experience, excellent customer service and computer skills including Word and Excel. Attention to detail and a great attitude are a must. We offer full benefits and a nice, friendly work environment. Associates degree in Accounting required. This is a full-time, salaried position. \$35,000-\$38,000. Send resume to Stacey Dickman, Accounting Manager, [sdickman@michag.com](mailto:sdickman@michag.com).