



ACCOUNTS PAYABLE ASSOCIATE

Winchester Equipment Co., a growing area company selling and servicing top-of-the-line agricultural, construction, material handling and outdoor power equipment, has an immediate full-time opening for an **Accounts Payable Associate**.

The Accounts Payable Associate is responsible for:

- Facilitating payment of vendors
- Receive and verify Accounts Payable invoices
- Receive and verify expense reports
- Large volumes of Data Entry

Requirements:

- Two years of experience processing accounting transactions
- Proficiency with Microsoft Office.
- Excellent Organizational skills
- Attention to detail and accuracy

We offer competitive wages and a comprehensive benefits package, including Health, Dental and Life Insurance, Paid Time Off (PTO), Paid Holidays, 401(k) Retirement Savings Plan w/ Company Match, Profit Sharing, Short- and Long-Term Disability, Boot Allowance, Training and Development

JOIN OUR TEAM!

121 Indian Hollow Rd
Winchester, VA 22603

Tobacco-Free | EOE