



Part-Time Accounting Clerk-Direct Bill

As a Part-Time Accounting Clerk-Direct Bill representative you will have frequent communication and diplomatic interactions with customers to provide billing information and support in order to facilitate swift payment of invoices due to the company. This position will organize and account for incoming accounts receivable to ensure timely and accurate deposits as well as coordinate with various departments to ensure accurate receipt and tracking of direct bill premium. A minimally qualified applicant must have a High School diploma or equivalent, with an Associate's degree in accounting preferred. Minimum 3 years clerical/bookkeeping, office experience with PC application.

Position Hours: Wednesday 12:30pm-7:00pm and Thursday & Friday 11:30am-7:00 m



*Great People, Great Careers,
Great West Casualty Company.*

Location: South Sioux City, Nebraska
1100 West 29th Street
South Sioux City, NE 68776

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To learn more about Great West, please visit our website www.gwccnet.com.

