

Accountant

LOCATION

- Temple Hills, MD

DETAILS

- Fulltime / Salary

DESCRIPTION

- We are currently looking for an experienced Accountant. Team member will perform various accounting tasks including accounts payable and accounts receivable.

RESPONSIBILITIES

- Process vendor invoices to ensure timely payments;
- Post payments to customers' accounts;
- Scan, match and handle tickets for accurate reporting;
- Assist with general office administration;
- Answer phone and provide customer service/support;

QUALIFICATIONS

- Experience working as an accountant; 2+ years preferred
- Excellent knowledge of MS Excel;
- Experience with QuickBooks; 2+ years preferred
- Degree in Accounting/Finance helpful, not required;
- Must be a detailed-oriented individual with the ability to multitask, prioritize, manage time and think on your feet.

BENEFITS

- Paid holidays (7)
- Company PTO Plan (personal time off)
- Medical, Dental, Life & Disability Insurance
- Performance bonuses
- Educational Assistance Program
- 401(k) plan

ABOUT US

- ReAgg is a leading **Construction Aggregate Supplier** and trusted transportation partner committed to providing quality products and services throughout Maryland, Northern Virginia, Washington, DC, and the Baltimore Metropolitan area.

APPLY

- For immediate consideration, please fill out the Employment Application on our website career page: <https://reagg.com/careers/apply-now/>
- If you have any questions, please call our main office at (301) 336-6700.