

Accounting/Office Manager

Northwoods Paving, a division of Mathy Construction, is seeking qualified candidates interested in an Accounting/Office Manager position in Ashland, WI. We are a fast-paced business offering career opportunities for qualified candidates.

Qualified candidates must possess the following skills:

- Proficient computer skills (*Microsoft Office*)
- Experience in accounting or administrative work (*Construction Industry a plus*)
- Excellent verbal and written communication skills
- Sound problem solving and judgment skills
- High attention to detail while working in a fast paced environment
- Ability to work independently and as part of a team
- An Associate's degree or higher in Accounting or Finance

This is a full-time position offering competitive compensation and attractive benefits including medical, dental, life/AD&D, disability insurance, profit sharing/401k plan and paid vacation.

Apply online by 7/15/2016 at:

www.northwoodspaving.com

(Option to attach resume available)

Or In person at: 610 Industrial Park Road Ashland, WI 54806

Call 1-855-844-0125 for reasonable accommodations

EEO/AA Employer