ACCOUNTING INTERN

WHERE: 2141 Downyflake Lane, Allentown PA 18103

WHEN: late May/beginning of June thru mid/late August 2012

APPLICATION DEADLINE: no later than 4/13

The responsibilities include:

* settlement process to remit sales to an outside vendor
* daily/monthly reconcilements of products/services
* monthly reconcilements of bank statements
* clerical duties

This is a paid internship. Junior and senior students are preferred, but they will consider a sophomore if they have had accounting courses and know/understand the basics.

Questions about the internship should be directed to:

Tammy Ganssle
People First Federal Credit Union
Accounting Supervisor
gansslet@peoplefirstcu.org
610 797 7440 ext 168

To apply, submit your cover letter & resume to Tammy (contact information above).