

## Accounting Specialist

Randolph Communications is seeking a hard-working, experienced Accounting Specialist, to join our team. The candidate must be self-motivated; ability to maintain a high level of confidentiality, detailed oriented and have excellent organizational skills to prioritize a heavy workload. An Associate's or Bachelor's Degree in Accounting with a minimum of five current years of experience/training required. Proficiency in Excel and Word, strong computer and communication skills required. Accounts payable, accounts receivable, payroll, general ledger and account analysis experience is essential. Salary commensurate with experience. Excellent benefit package. Randolph Communications utilizes pre-employment drug testing and background checks as a condition of employment. EOE

No phone calls please. For consideration, applicant should mail, email, or fax resume to:

Randolph Communications  
Attention: Human Resources  
317 E Dixie Drive  
Asheboro, NC 27203  
Fax: 336-879-7912  
Email: [resumes@rtmc.net](mailto:resumes@rtmc.net)