

Central Penobscot Solid Waste Facility

Transfer Station Treasurer

CPSWF located in Corinth, ME is seeking a motivated, organized individual to oversee the financial duties of our transfer station. Responsibilities include processing payroll, invoicing clients and municipalities, depositing collections, managing payments, working with the facility supervisor, facilitating annual audits, reporting to and advising the Board of Directors monthly, and other duties. Experience with bookkeeping, financial management and/or QuickBooks preferred. This position will require several hours per week to fulfill for the right individual. Must be able to pass a background check. Please send cover letter, resume, references, and salary requirements to the address below by Tuesday January 26, 2021.

CPSWF

PO Box 405

Corinth, ME 04427

Central Penobscot Solid Waste Facility is an equal opportunity employer.