



April 28, 2021

STAFF ACCOUNTANT POSITION AVAILABLE – MARINETTE LOCATION

FULL TIME CAREER OPPORTUNITY:

The Stephenson National Bank and Trust (SNBT) is looking for an experienced staff accountant for our growing organization. The ideal candidate must be a reliable and detailed self-starter with excellent communication and accounting skills. If you possess the knowledge and have a genuine desire to join a progressive, innovative, team-oriented professional environment with deep community roots & history, we would like to meet you?

SUMMARY:

Responsible for the daily and periodic activities of the accounting department according to established policies, procedures, and standards of performance. Ensure compliance with regulations and generally accepted accounting practices.

MAJOR ACCOUNTABILITIES:

1. Accounts Payable Processing
2. Year end 1099-MISC Reporting
3. Reconciliations
4. Fixed Assets
5. Mail and Branch Run
6. Customer Relationship Development
7. Back-up Support
8. Other duties as assigned.

QUALIFICATIONS:

Associate degree in accounting preferred. Excellent customer service and communication skills in person and on the phone. Knowledgeable in accounting concepts, personal computers, and software applications. Ability to travel to other locations, as needed.

APPLICATION PROCESS:

Apply in person at 1820 Hall Ave, Marinette, WI 54143, at any of our locations, or online at www.snbt.com/Careers. Resumes may be sent to employment@snbt.com.

Equal Opportunity Employer

www.snbt.com • bank@snbt.com • 715-732-1732 • 800-924-1732

1820 Hall Avenue, Marinette, WI 54143 • 1111 Tenth St, Menominee, MI 49858 • 101 Bralick Way, Oconto, WI 54153
290 Main Street, Wausaukee, WI 54177 • 606 Henriette Ave, Crivitz, WI 54114 • N18630 Hwy 141, Pembine, WI 54156
Marquette Trust & Investment Services 115 S. Lakeshore Blvd Ste D, Marquette, MI 49855 | 906-273-1501
Green Bay Commercial Loan Services Office 2301 Holmgren Way Ste 2, Green Bay, WI 54304 | 920-606-8032