

WE NEED A NUMBER CRUNCHER TO MAKE SURE WE GET PAID FOR ALL OUR HARD WORK, AND OUR CARRIERS DO, TOO. ARE YOU READY TO CRUNCH SOME NUMBERS?



WHAT YOU CAN EXPECT FROM US

- We have awesome benefits. Medical, dental, and vision are available to all full-time employees and the Legion pays 60% of all premiums.
- Every employee has a \$15,000 paid life insurance policy, with the option to purchase additional coverage.
- After one year, you are eligible for our 401(k) plan, because no one wants to work forever.
- Even though working here is awesome, we know everyone needs a break, so we offer 15 days of paid time off (PTO) to all full-time employees, per year.
- We are co-owned by a service-disabled veteran, and we hold our current service members and veterans in the highest regard. If you are a veteran or a military spouse, you are in the right place.

WHAT WE WOULD EXPECT FROM YOU

- This is a **bookkeeping position**. Your sole mission is to ensure our receivables and payables are processed quickly, efficiently and accurately.
- You are responsible for processing customer bills and carrier invoices, as well as clarifying mistakes and eliminating confusion with external and internal contacts.
- Our Number Crunchers are expected to have good customer service skills and be clear, friendly and helpful to customers and co-workers in person, on the phone and through email.
- This is a full-time, permanent position.
- You will have to pass a criminal background check and credit check, but we know that won't be a problem for you!

JOIN THE LEGION

JOINTHELEGION.COM
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LEGION

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