

CLASSIFIEDS 712.324.5347 OR 1.800.247.0186

WE ARE HIRING

ACCOUNTING SPECIALIST

THE PRIMARY RESPONSIBILITY OF THIS POSITION IS TO MAINTAIN ACCURATE RECORDS OF ALL INCOMING AND OUTGOING PAYMENTS FOR MULTIPLE COMPANIES

- DUTIES INCLUDE:**
- Accounts payable •Accounts receivable •Journal entries
 - Use of QuickBooks online •Proficient with Microsoft Office products
 - Use of Pre1, an industry software •Solid understanding of debits and credits
 - Preference given for previous accounting experience
 - Minimum 2 years experience or equivalent experience •Generally an 8-5 M-F position

WAGNER
DETERMINED
EXPERIENCE
QUALIFIED
COMPETENT
BENEFITS

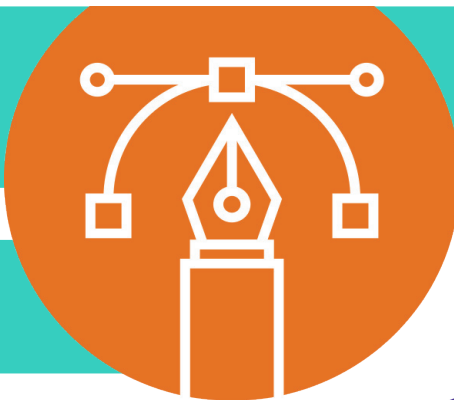


To apply, send letter of interest and resume to Myrna Wagner mwagner@iowainformation.com
712.631.4810 • 227 9th Street, Sheldon, IA

LOVE TO DESIGN?

JOIN OUR TEAM!

AD DESIGNER



Must be Mac experienced. Knowledge of **InDesign, Photoshop, Bridge** and **Illustrator** helpful. Some technical ability and experience in digital media a plus.

Primary responsibilities include editorial layout for The N'West Iowa REVIEW, The Sheldon Mail-Sun, Sioux Center News, Hawarden Independent-Ireton Examiner, The Osceola County Gazette-Tribune, OKOBOJI Magazine, DISCOVER! and designing for customer print products.

APPLY TO:

Myrna Wagner, mwagner@iowainformation.com

THIS IS A FULL-TIME POSITION WITH COMPANY BENEFITS.



**BASED IN
SHELDON, LE MARS OR SIOUX CENTER, IA**