

Great Lakes Custom Tool Mfg. Inc.
A/P &A/R CLERK POSITION

Want to be part of a family owned and operated company who's been in business for 40+ years with continued employee longevity? Then you are the right applicant for us. We are seeking applications for a full time, **A/P & A/R CLERK POSITION**.

Responsibilities:

- Daily A/P invoice entry and scanning
- A/R cash receipts
- Sending monthly statements to customers
- Processing new credit applications
- Updating customer accounts
- Other various task as assigned

We offer competitive wages and benefits, including:

- Health, Dental & Vision Insurance
- 5% Employer contributed 401(K)
- Short Term & Long-Term Disability
- Company provided Life Insurance
- Paid Time Off (PTO)
- Paid Holidays

Send applications to HR@glct.com or apply at our website www.glct.com
-Please no phone calls-

Great Lakes Custom Tool Mfg., Inc.
101 N. Old Peshtigo Rd
Peshtigo, WI 54157

Equal Opportunity Employment