



is now hiring!

Accounts Receivable Clerk	
Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.	Salary range: \$23.35 to \$27.04 hourly Employment status: Contract / Temporary to Hire
Description	
Robert Half is seeking an Accounts Receivable (A/R) Clerk.	
Key responsibilities	
<ul style="list-style-type: none">- Help resolve payment issues by contacting clients, assist in setting up payment plans- Provide information, as requested to the sales/marketing department, shippers, customers, and other stakeholders- Verify codes and documents- Perform a variety of basic accounting tasks in accordance with standard procedures, including general accounting tasks- Sort out payments and compile segments of monthly closings and annual reports in compliance with GAAP- Balance bank accounts, posting and balancing financial data in a number of different ledgers- Be an ambassador of the mission, values, and culture of the organization- Pinpoint delinquent customer accounts through various means, including skip-tracing, phone contact, written correspondence, and make arrangements for payment	
Requirements	
<ul style="list-style-type: none">- Knowledgeable of ERP systems- Attentive, ability to work independently and prioritize tasks- Strong analytical skills in basic accounts receivable and accounting policy- 2+ years of relevant experience in accounts receivable- AA or BS/BA degree in Accounting or related field desired- Knowledge of JDE EnterpriseOne- Cash Handling experience desired- General proficiency in Microsoft Word and Microsoft Excel preferred	
Robert Half is the world's first and largest specialized talent solutions firm that connects highly qualified job seekers to opportunities at great companies. We offer contract, temporary and permanent placement solutions for finance and accounting, technology, marketing and creative, legal, and administrative and customer support roles.	
Robert Half puts you in the best position to succeed by advocating on your behalf and promoting you to employers. We provide access to top jobs, competitive compensation and benefits, and free online training. Stay on top of every opportunity – even on the go. Download the Robert Half app , and get 1-tap apply, instant notifications for AI-matched jobs, and more.	
Questions? Call your local office at 1.888.490.3195. Robert Half will consider qualified applicants with criminal histories in a manner consistent with the requirements of the San Francisco Fair Chance Ordinance. All applicants applying for U.S. job openings must be legally authorized to work in the United States. Benefits are available to temporary professionals. Visit https://roberthalf.gobenefits.net/ for more information.	
© 2022 Robert Half. An Equal Opportunity Employer. M/F/Disability/Veterans. By clicking "Apply Now," you're agreeing to Robert Half's Terms of Use .	
Apply Here For Job Posting	

Please contact Ernst & Young at 866-834-5115 with any questions. Thank you for your assistance.

This Job Posting will expire in 10 days.