

Saturday, October 26, 2019

Cornfield Dance Seeking Hourly Bookkeeper

Company: Cornfield Dance
Location: New York, NY

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Cornfield Dance is seeking an experienced Bookkeeper to keep the company's financial records organized and updated. This is an hourly position, and could range from 2-5 hours per month. Responsibilities include entering all financial information accurately in Quickbooks and reconciling bank statements.

A successful candidate will be efficient, organized, and timely. Proficiency in Quickbooks required.

To apply, please send a resume, cover letter, and two references to administration@dancer.com.

Cornfield Dance
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New York, NY, 10009
www.cornfielddance.org

For more information:
Hallie Chametzky
administration@cornfielddance.org

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