



<https://reliablestaffing.com/job/bookkeeper-full-time-rscsa4190/>



## Bookkeeper-Full Time-RSCSA4190

### Description

Reliable Staffing San Antonio is now seeking a Bookkeeper! Duties include: create financial transactions and generate reports from that information, create financial transactions including posting information to accounting journals or accounting software from such source documents as invoices to customers, cash receipts, and supplier invoices, reconcile accounts to ensure their accuracy. 12 hours per week, \$14/hr

### Job Location

7310 Blanco Rd Ste. 107, 78216, San Antonio, Texas, United States

### Date posted

November 8, 2023

### Base Salary

\$ 22,000 - \$ 46,000

### Employment Type

Full-time

### Hiring organization

Reliable Staffing Corporation

### Contacts

RSCSA4190

### Industry

Accounting/Auditing

### Qualifications

Please have relevant experience.

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