

### **Bookkeeper**

Full cycle Bookkeeper duties include A/R, A/P, payroll, collections, phone. Must have min 3 yrs bookkeeping experience, proficient in MS Office. Full time, wage DOE, competitive benefit package.

**Mail resume to Sims Electric,  
PO Box 1245, Roseburg, OR 97470  
or email [info@simselectric.com](mailto:info@simselectric.com)**