OFFICE OF STUDENT FINANCIAL AID
UNIVERSITY of WASHINGTON

Work Study Job Description

Job Title	Assistant Auditor/Financial Analyst
Organization Name	Rairdon Auto Group
Job Location	Monroe
Address	16413 West Main Street SE Monroe WA 98272
Pay Rate	$10 - $14
Employment Period	Summer, Academic Year
Hours Per Week	40 hrs/wk, 19 hrs/wk
Contact Supervisor	Gaines Slocum
Phone Number	425-821-1777
Email Address	gslocum@rairdon.com
Website	http://rairdon.com/

Nature of Organization
We are a rapidly growing auto dealership group. We are in the transitional phase where we are beginning to need to fill more technical positions with student workers so we can begin to develop talent to be able to fill future technical positions
Duties and Responsibilities
Help with implementing internal accounting system related controls, processes and procedures. Assist Auditor with any special system related projects or accounting procedure process development issues as assigned. Assist Financial Analyst with any special reporting (budgeting, forecasting) or data mining/database related projects assigned. Flexible hrs during session (10 - 19 hrs a week) Full time internship possibility in summer (up to 40 hrs a week)
Minimum Qualifications
The applying students must have at least a 3.25 GPA Should be an accounting or information systems related major
Educational Benefits

Great opportunity for students to learn their way around an organization's accounting and data management software. This postion will help students become more adaptable to new accounting software, teach them a very high learning of excel uses applicable for a mid sized business model and teach them to see an accounting system as an audit and reporting tool instead of just as a data entry system.
How to Apply
Contact Gaines Slocum by email @ gslocum@rairdon.com

Job Number: 40RAIR03 | Category: Technology | Program: State | Reimbursement Rate: 40%