



Accounts Payable Specialist, Willoughby Ohio

From a wide variety of magazines to eMedia, seminars, trade shows and custom print projects, **Meister Media Worldwide** is a leading Communication and Information Center for Worldwide, Specialized Agriculture.

We are seeking an experienced accounting professional to join our team. Responsibilities include Accounts Payable, reviewing expense reports, managing the employee and Corporate AMEX accounts, job cost reporting, functioning as a back-up to payroll and other duties as assigned.

Candidates should have an Associates Degree in Accounting or equivalent work experience, excellent Microsoft Excel and Word skills as well as good customer service skills. Ability to maintain confidentiality of information a must.

Meister Media Worldwide offers a competitive compensation and benefits package including Bonus, 401(k) & Profit Sharing Plans.

Please submit resume and salary history via email to careers@meistermedia.com or by mail to:

**Meister Media Worldwide
Attention HR-APS
37733 Euclid Avenue
Willoughby, Ohio 44094**