

## **Cash Application Associate**

A company in Memphis, TN has an immediate opening for an experienced Cash Application Associate in its credit department. This is a temp-to-hire position with a full benefits package available.

### **Requirements:**

- Strong accounts receivable experience required.
- Must be able to handle high volume cash applications.
- Must have excellent 10-key, math and analytical skills.
- Advanced skills in both Microsoft Word and Excel are a must.
- Must work well with others.
- 1-yr credit and collections experience.
- High school diploma or equivalent required.

### **Responsibilities:**

- Will handle all aspects of cash preparation, application, and balancing.
- Will be responsible for large volume cash applications
- Will perform all check requests and journal entries.
- Will process all online payments
- Will receive lock box payments and wire transfers
- Will log and submit all A/R check requests.

***Will be tested in AR, Word, and Excel.***

**Salary:** D.O.E. plus benefits package

**Hours:** Monday – Friday, 7:30-4:30

***Candidates with resumes that do not meet the exact requirements for this position will not be contacted.***

If our job description does not match your qualifications, please visit our website, [www.brannonprofessionals.com](http://www.brannonprofessionals.com), for more opportunities. We update job postings weekly!

To further explore this opportunity, please submit your resume to [staff@brannonprofessionals.com](mailto:staff@brannonprofessionals.com)