

HR

From: Barbara Allen
Sent: Friday, October 16, 2015 11:08 AM
To: AllStaff
Subject: Reminder: OPB Job Opportunity - Payroll Accountant

Spread the word - only one week left to apply for the Payroll Accountant position! People need to email us for the instructions to apply, so in order to get the instructions and then get their application in before the deadline (next Friday, October 23rd at 5 PM), they need to contact us pretty quickly. Let them know that the clock is ticking. Details are below.

As always, please forward the information to anyone you think may be interested, or post it to Twitter, Facebook, LinkedIn, etc. I do ask that if you repost it anywhere, please be sure to let me know (don't forget to include info about where you posted). OPB has to track that information for the annual hiring report we provide to the FCC. Also - if you repost and use hashtags, please include #pubjobs, #mediadiversity and/or #nprjobs.

Thanks,

Barb

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OPB Seeks Payroll Accountant

OPB seeks a skilled professional who thrives in a fast-paced work environment with multiple priorities to join our Finance team. The Payroll Accountant is responsible for processing payroll and accounts receivable, and preparation of related journal entries and account reconciliations. For more information and to apply, go to: <http://www.opb.org/about/careers/>. OPB is an Equal Opportunity Employer.