



BEST PLACE TO WORK 2017-2022

ACCOUNTANT

Under the direction of the Controller, this individual performs a wide variety of Accounting administrative duties relative to the day-to-day operation of Lee Bank's accounting department.

The essential functions to include, primary responsibility for accounts payable activities, prepare and process accurate and timely journal entries, prepare daily-weekly and monthly account reconciliations as assigned, oversee the purchasing function for the Bank.

Lee Bank operates with a Culture of Purpose where our intention is to empower employees, customers, and our community by delivering local banking with service, sincerity, and simplicity at all points of interaction. The optimal candidate will have the following credentials, qualifications, education, and work experience:

- Associates or Bachelor's degree in Accounting, Finance, Business or similar
- work experience.
- Strong business communication skills, both verbal and written.
- Ability to work independently through low and high volume and maintain quality of work.
- Be an effective team player.
- 2+ years of banking experience or equivalent preferred.
- Proficient in Microsoft Office software products.
- Bilingual abilities are a plus.

application link



**PLEASE RESPOND BY
SENDING RESUME TO:**

Email: Susan Brown, SVP at sbrown@leebank.com

Mail: HR Department - Lee Bank 75 Park St. Lee, MA 01238

Employment Application can be found at Lee Bank.com → About Us → Careers

LEE BANK IS AN EQUAL OPPORTUNITY EMPLOYER AND STRONG ADVOCATE OF WORKFORCE DIVERSITY
RACE/COLOR/GENDER IDENTITY/RELIGION/NATIONAL ORIGIN/DISABILITY/VETERAN