



**MB CORPORATE CPA**

## Position Overview

We are seeking a detail-oriented Certified Public Accountant candidate for our Corporate Office. CPA and tax experience are a must. This position is on-site in our Fairfield, OH, office with a pay range of \$84,000.00 - \$106,000.00 per year.

### Scope of Responsibilities include, but are not limited to:

- Prepare individual, trust and partnership returns
- Monitor quarterly tax payments
- Assist with corporate returns
- Monitor monthly investment performance
- Communicate with bankers and investment advisors
- Write correspondence
- Read and summarize investment news
- Organize and file statements and correspondence
- Reconcile banking
- Corporate accounting
- Internal control improvement
- Process improvement
- General ledger account analysis
- Budgeting and monitor monthly results
- Various corporate projects
- Property management
- Insurance review and management

### Preferred Candidate Profile

- Certified Public Accountant; tax experience.
- Excellent English skills, both oral and written.
- Familiar with stock, bonds and mutual funds.
- Confidentiality, regular attendance, and initiative.
- Organizational skills and ability to prioritize.
- Able to work in the U.S.
- Professional appearance.

## M. BOHLKE CORP. SNAPSHOT

M. Bohlke Corp. is a world leader in architectural wood products.

We strive to provide our clients with the finest wood products that nature has to offer. Together, conscientiously and responsibly, we use one of earth's most beautiful resources to enrich the world around us.

Family owned and operated since 1966, we have led the veneer industry in many technological innovations. We are a dynamic, international company known for industry leadership, expertise and our hardworking team environment.

[mbvener.com](http://mbvener.com)

8375 N. Gilmore Road | Fairfield, OH



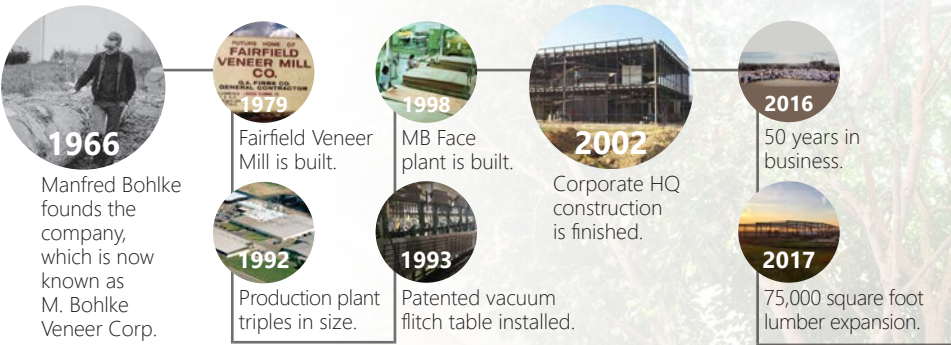


# ABOUT M. BOHLKE CORP.

## Our Culture

We feel that dedicated people are the key to our success. Through the efforts of our team, M. Bohlke Corp. has become a world leader in the wood industry. Over 50 of our 200+ employees have spent 25+ years with us! Our office is located in Fairfield, OH, just north of Cincinnati.

## Our History



## Benefits Overview

- Health and dental insurance.
- \$15,000 life insurance policy to the age of 65.
- Matching retirement contributions equal to 50% of the first 4% that an employee contributes, or 2%.
- A Perfect Attendance Bonus for hourly employees.
- Nine paid holidays.

## Environmental Responsibility

We have a strong commitment to the preservation and protection of the forests which supply our raw materials. We work with timberland owners to responsibly harvest trees in a selective manner.

Over the years, we have invested, developed and patented technology to produce the most out of veneer quality logs. From our knife grinder to our patented vacuum flitch beds, we have increased yields, allowing us to make the most out of our natural resource.



Proud member of:

Proud supporter of:



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