

IMMEDIATE OPENNING

HELP WANTED

Part-Time Bookkeeper/Office Manager

Chesapeake Windsail Cruises, a local tour & sightseeing company, is seeking a full charge part-time Bookkeeper/Office Manager who has over 10 years of experience in QuickBooks Pro and has experience in the charter boat, tour, sightseeing, hospitality, or amusement business. Must have a strong background in AP, AR and general ledger, have the ability to communicate well with staff, vendors, customers, passengers and the board of directors and possess excellent office management skill with knowledge in Microsoft Office. Compensation is commensurate to experience.

Send resume to info@chesapeakewindsailcruises.com or apply online at chesapeakewindsailcruises.com/careers/

Call 855-561-8810 x 105 for more information.

