

Arthur Schuman Fairfield, NJ

Full-time paid summer position. Will convert to a part-time position in the fall.

Description

Arthur Schuman is a privately held 4th generation family business located in Fairfield, NJ . With its over 80 year commitment to excellence, Arthur Schuman is the largest hard cheese company in the US selling over 150 million pounds of cheese annually.

Responsibilities

Work with various Finance and Operations Team members processing transactions related to Cost Accounting as well as general administrative assistance. Duties include review and processing of production orders, performing line audits to verify accuracy of standards, and other costing functions.

Requirements

Student pursuing an Accounting or Finance/Business degree. Working knowledge of Microsoft Office, with an emphasis on Excel. Strong work ethic, conscientious about timeliness in attendance and completion of tasks and a desire to learn.

The ideal candidate would be able to work full time during the summer and approximately 10 to 15 hours a week once school starts in the fall. Very flexible work schedule. Will work around class schedule and school workload.

If interested please forward a resume to rzaccaro@arthurschuman.com