



United Equity, Inc. is seeking an experienced full-time Accounting Clerk for our Delphos, Ohio main office location.

- **Responsibilities:**
  - Maintain accounts receivable files and records.
  - Post customer payments by recording cash, checks and credit card transactions.
  - Prepare and make deposits. Scan checks for direct deposit.
  - Reconcile accounts.
  - Investigate and resolve discrepancies.
  - Make referrals to Feed or Agronomy Sales Teams as opportunities arise.
  - Attend meetings and submit reports as required.
  - Assist walk-in customers with payments and product purchases.
  - Attain grain grading license and weigh trucks.
  - Other duties and responsibilities as assigned.
- **Minimum Qualifications:**
  - Strong work ethic, including punctuality, reliability, efficiency, and a dedication to personal growth.
  - Attention to detail.
  - Responsiveness to requests for assistance in person or by phone, email, or texting.
  - Polite and courteous verbal, listening, and written communication skills.
  - Computer skills should include familiarity with word processing, spreadsheets, and accounting software.
  - An ability to work independently but seek assistance when needed.
  - Must be willing to work overtime as needed, especially during fall harvest season.
  - Willingness to become a thinking, problem-solving, and contributing member of our team.
- **Preferred Qualifications:**
  - 2 years of accounting experience.
  - Excellent communication skills.
- **Benefits:**
  - Wages commensurate with experience.
  - Health insurance, Vision/Dental insurance, Life Insurance.
  - Paid holidays.
  - Paid time off.

For more information about our company, visit us on the web at [www.unitedequityinc.com](http://www.unitedequityinc.com) or on Facebook at <https://www.facebook.com/unitedequityinc/>

To apply, please send your updated resume to [admin@unitedequityinc.com](mailto:admin@unitedequityinc.com)

**Delphos Agronomy**  
200 E 13th Street  
Delphos, OH 45833  
419-695-1956

**Kossuth Agronomy**  
5276 St Rte 197  
Spencerville, OH 45887  
419-657-6788

**Main Office**  
PO Box 398  
104 S Main Street  
Delphos, OH 45833  
419-692-0811  
Fax: 419-695-7807

**Neptune**  
8731 St Rte 197  
Celina, OH 45822  
419-586-2196  
Fax: 419-586-1725

**Spencerville**  
110 E North Street  
Spencerville, OH 45887  
419-647-4148  
Fax: 419-647-4149