



## Intern Accountant – Job Description

Inuvo, Inc. is looking to hire a college student to work with our Accounting/Finance team to gain valuable, on the job training and skills. The time period would be November 2021-March 2022.

### Tasks Include:

- Compiling journal entries
- Preparing reconciliations
- Completing various schedules and reports for year-end audits
- Special projects as needed

The ideal candidate is currently enrolled in or completed Intermediate Accounting I with a “B” or higher. Additionally, the candidate is proficient in Microsoft Office products, especially Excel. Effective verbal, written, and organization skills are also desired.

Inuvo is located in downtown Little Rock in the Museum of Discovery building. We offer a flexible work schedule that is conducive to class schedules. We pay \$15.00/hour for interns.

### **How to Apply:**

Email your resume to: [careers@inuvo.com](mailto:careers@inuvo.com)