

## JOB POSTING NOTICE

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### About UMWSB:

We're not your typical bank and we like it that way. Our four business pillars, SBA Lending, Consumer Lending, Mortgage Lending, and Deposit Banking allow us to attract unique candidates of all experience levels to join our growing team.

**Job Title:** Accounts Payable

**Schedule:** Monday – Friday, 40 hours per week, Non-Exempt

**Location:** Busch Blvd, Columbus Ohio

**Reports to:** Controller

### Position Summary:

Performs a variety of routine calculating, posting, and verifying tasks:

- Review and verify invoices and check requests.
- Sort, code and match invoices.
- Assemble invoices to be completed for payment.

Maintains accounting ledgers by verifying and posting account transactions. Research and reconcile invoice discrepancies. Prepare and generate check runs and reports.

### Benefits:

- Paid Time Off (PTO)
- Medical
- Dental / Vision
- 401K

**QUALIFICATIONS:** Associate's degree in accounting preferred. Minimum 2 years' experience in Accounts Payable required; or equivalent combination of education and experience.

**How to Apply:** Email resume to [careers@umwsb.com](mailto:careers@umwsb.com)