

MULTI WAY EXPRESS CO.
seeks billing clerk to verify accuracy of bill. data, revise errors, create bill. docs, shipping labels, credit memos/forms & perform gen. admin tasks, such as answering phones, sched. appts & ordering supplies/equipment. Req: High school Dip. & 3 yrs. of exp. as billing/posting/timekeeping clerk. Salary: \$48,000/yr. Worksite address: 1 Industrial Park Dr, Oakdale, PA 15071. Mail CV to 4736 Sylvan Ave, Pittsburgh, PA 15207.