



Employment Opportunity

Finance & Administrative Support, Part-time Catawba Science Center, Hickory, NC

Catawba Science Center, a non-profit science museum, seeks an individual to assist the Finance Officer. Duties include cash reconciliation, data entry, record-keeping, and sharing responsibility for general office support with other staff. Work schedule: Monday - Friday, 9 am – 1 pm.

Qualifications: Minimum Associates degree, some accounting experience, and proficiency in Microsoft Excel required.

Compensation: \$9.00/ hour.

Apply by sending cover letter, resume, and list of 3 references to: jobs@catawbasience.org. Inquiries and resumes accepted via email only. CSC is an Equal Opportunity Employer.