

**Part-time Employment Opportunity at
Maine's leading auction and Appraisal Company.**

Thomaston Place
AUCTION
Galleries

If you enjoy an active, exciting, and cooperative work environment, and you appreciate antiques, collectibles and fine art — this is the place for you!

Thomaston Place Auction Galleries, Maine's leading auction house, has an opening for a part-time bookkeeper with accounts payable and general ledger experience. The ideal candidate must have excellent communication and multitasking skills, a positive attitude and a strong work ethic.

Responsibilities include accounts payable and posting to the general ledger. This position is 15-20 hrs. per week and works directly with the CFO. 2+ years' experience in accounts payable preferred. Experience with Microsoft Office and QuickBooks a must.

**Please send your resume with cover letter to
paula@thomastonauction.com**

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