

Position Open: SEC has a part-time position for a grain clerk. The duties of this position are to process our daily terminal and processor grain settlements. The work hours for this position are from 10:00 am until the settlements for the day are processed, which is projected to be 1:00 pm. The days for this position are Monday thru Friday.

Other duties include answering the phone, general filing, and other administrative duties.

Direct Supervisors: Mary Meyer and Dennis Wieseman

Compensation: Hourly rate of \$10.00 per hour

Qualifications: Excellent math, communication, and keyboarding skills

Job applications are available from Mary Meyer, Dennis Wieseman, or the career section at www.shipmanlevator.com.