



2018 Part-Time Spring Audit Internship

Lemler Group, LLC is a public accounting firm located on the Northeast side of Indianapolis that specializes in Affordable Housing and Not-For-Profit industries. Interested in developing your accounting and leadership skills? Consider joining our team for a semester.

Details of Position:

- 1) January – March 2018 (roughly 12 weeks)
- 2) 15 – 20 hours per week
- 3) Audit Internship
- 4) Office is located at 5625 N. Post Road, Suite 104, Indianapolis, IN 46216
- 5) Sophomores, Juniors and Seniors are welcome to apply (completion of auditing classes is not required)

Responsibilities include, but not limited to:

- 1) Bring your strengths to our team.
- 2) Enter client documents into auditing software.
- 3) Assist in various accounting and auditing tasks.
- 4) Participate in weekly personal development book studies.

Preferences:

- 1) Knowledge of Microsoft Excel and Word.
- 2) Willingness to learn and grow.
- 3) Willingness to embrace something new and have fun with the process.

If interested, please email your resume to Suzanne at slemler@lemlergroup.com

For any questions, please contact Suzanne at 317-991-1906 or email.