



## **Full-Time Receptionist – Adams Office**

Allied Cooperative is seeking a Full-Time Receptionist at their Adams office. The ideal person for this position would have computer experience and outstanding customer service skills. If you have the ability to work efficiently in a fast-paced environment using computers, answering phones and greeting walk-in customers, we're looking for you!

Allied Cooperative offers competitive wages and many benefits for Full-Time employees including Health, Dental, Vision, 401K, Paid Time Off, Paid Holidays, and much more!

For more information please visit our website at **[www.allied.coop](http://www.allied.coop)** or stop in any Allied Cooperative location to complete an application in person. A resume and cover letter can be submitted by email to [dsmiley@allied.coop](mailto:dsmiley@allied.coop) or mailed to PO Box 729 Adams, WI 53910. Please call 608-339-5495 with any questions. Come see what Allied Cooperative can do for you!

Allied Cooperative is an equal opportunity employer.