**Data Entry / Treasurer Assistant Wanted**

ASAP Ministries seeks an entry-level, part-time Data Entry/Treasurer's Assistant with the potential to work full-time in the future. The ideal candidate will be mission minded and possess a business-related degree (accounting emphasis preferred). Applicants should be self-motivated, detail-oriented, and enjoy working in a team-oriented environment. Computer and organizational skills are required, including proficiency in Microsoft Excel. Please send your résumé, references, and cover letter to [amy.montevilla@asapministries.org](mailto:amy.montevilla@asapministries.org). If you have any questions, please contact Amy Montevilla at 269-471-3026.