



ACCOUNTING INTERNSHIP

The heart of Florida's Gulf Coast beats in Tampa Bay. Visit Tampa Bay encourages adventure with a relaxing vibe to create vacation experiences that are authentically Tampa Bay. We work with hundreds of partners to tell the world the story of Tampa Bay. We enthusiastically welcome and serve our visitors as they explore our destination. Treasure awaits.

RESPONSIBILITIES

- Accounts payable
- Accounts receivable
- Expense report data entry
- Other accounting and administrative duties as assigned

EDUCATION EXPERIENCE AND QUALIFICATIONS

- Students pursuing a bachelor's in accounting a must
- Proficient in computer processing, especially Microsoft Office products
- Experience with accounting software a plus
- Ability to establish priorities and meet deadlines effectively and efficiently
- Exhibits attention to detail and accuracy at all times
- Able to work approximately 18 to 24 hours per week

COMPENSATION AND BENEFITS

- Weekly schedule of 18 to 24 hours in downtown Tampa office
- Ongoing training & development
- Free downtown parking
- Employee discount at visitor center

WHY WORK FOR VISIT TAMPA BAY?



HOW TO APPLY

If you are qualified, please send your resume to

HR@VisitTampaBay.com