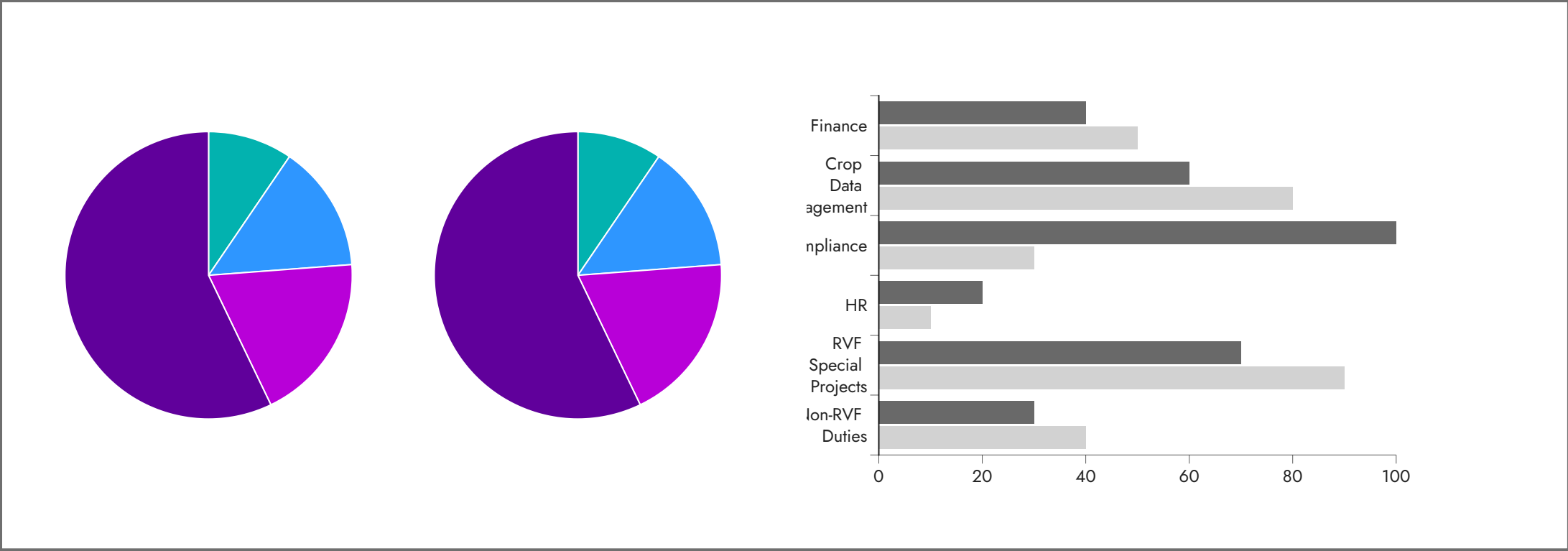




Date: 09/23/2022

Name: Hillary	Company: River Vista Farms	Prepared by:
Title: Office Manager	Department:	Purpose: Position Analysis
Job Summary: Interface between financials and operations. Ensure compliance with state and federal regulations. Manage HR and documentation.		



55%	Finance	
6%	Tax Prep	10%
14%	Budgeting, Projections, Historicals	26%
30%	AP/AR & Reconciliations	55%

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