



Title: Cash Handler

Department: Opening

Reports to: Opening Department Manager

About Us

Our experienced staff understands the importance of expediency and accuracy. At Aegis Processing Solutions, our team has been providing exceptional service to nonprofit and fund-raising organizations across the U.S. for more than 25 years.

Description: Process cash contributions by client.

Responsibilities:

- Open piece
- Write money amount on form / envelope with black marker and separate document from cash
- Bundle in batches by client