

# Treasurer's Office Accounting Clerk

The Iron County Treasurer's Office is seeking an ambitious applicant for a full-time position of Accounting Clerk. Starting rate of pay is \$17.71 per hour, 37.5 hours per week, with a competitive benefit package.

Applicant would perform under direct supervision of the Iron County Treasurer. Must be a high school graduate or equivalent.

Accurate data entry, spreadsheets, bookkeeping, and general office skills are mandatory.

Must be bondable, organized and detail oriented.

Able to perform under strict deadlines and work well with the public is required.

Knowledge of property taxes desired.

If interested, submit resume no later than Aug. 15, 2022 to:

Iron County Treasurer  
2 South Sixth Street, Suite 12  
Crystal Falls, MI 49920.

Iron County is an Equal Opportunity Employer R12 8/3, 10