

TOWN OF ST. JOHN
HIRING CLERK – TREASURER

The Town of St John is seeking applicants for the full-time position of Clerk-Treasurer. This is an 8 hour per day /5 days a week job. This position requires a high level of accuracy, knowledge of bookkeeping, computer knowledge and confidentiality. The Clerk-Treasurer is responsible for performing a wide variety of very complex financial and administrative tasks. Salary is negotiable and is dependent upon education and experience. Benefit and retirement package available. Equal Employment Opportunity Employer. A detailed job description is available by calling Town Hall at 509-648-3905 or by emailing stjohn@stjohncable.com. Job will start effective December 1, 2020. Position is open until filled. Application, cover letter and resume may be submitted as follows: In-Person: St. John City Hall, E. 1 Front Street, St. John, WA 99171. By Mail: Town of St John, PO Box 298, St. John, WA 99171