

The City of Sutter Creek is seeking a Permanent Part- time Account Clerk to perform a variety of accounting and related clerical tasks involving financial record keeping and transactions including, but not limited to, payroll and accounts payable; to perform a wide variety of general clerical activities and work in support of both internal and external customers.

Hourly Range \$16.00-\$19.40. 24 hours/week .6 FTE please see the City's website for an application and complete job description

To apply: Please submit an application, resume and three references by March 13<sup>th</sup> to:

City of Sutter Creek/Human Resources

ATTN: Karen Darrow

18 Main Street

Sutter Creek, CA 95685.