

Washington County Clerk and Recorder

Is seeking applications for the position of

Deputy Clerk

The Clerk and Recorder's Office has a full-time position available, with benefits. Seeking applicants who are self-motivated, energetic and customer service oriented. This position requires general clerical/secretarial experience, willingness to learn, computer skills, a valid driver's license, occasional heavy lifting, stairs and use of a ladder. Additional training at a state level and ability to obtain certification is also required and will be provided.

Applications are available at the Washington County Clerk and Recorder's Office, 150 Ash Avenue, Akron or online at:

<https://www.colorado.gov/pacific/washingtoncounty/employment-opportunities-8>

Deadline for application with a resume are due Monday, April 15th 4:30 p.m.

Washington County is an equal opportunity employer.