

The Town of Atkinson has an immediate need for temporary assistance at the Clerk/ Finance Officer position until the full time position's interview and hiring process is completed. Other duties include Water billing and receipt processes.

The Town uses Quick Books for its financial records, so experience with Quick Books is highly desired. A background check and illegal substance testing are required.

If interested please contact Commissioner Denise Lewis at 910.231.6424.

Posted for the Town by:

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