

FULL-TIME POSITION

A full-time position is available at the Office of the Richardson County Clerk. Applicants should have excellent communication skills, a knowledge of computer skills including data entry and processing. Knowledge and/or experience with human resources and payroll processing would be beneficial.

Applications and/or resumes will be accepted at the Office of the Richardson County Clerk, Room 203, Courthouse, 1700 Stone Street, Falls City, NE 68355 until 5:00 p.m. on Monday, July 31, 2017.

Application forms are available on the Richardson County website, www.co.richardson.ne.us.

Richardson County is an Equal Opportunity Employer.

