

Temporary Tax Assessors Clerk

Job Summary: provide clerical support to tax assessor's office

Minimum Qualifications:

High school diploma or GED; supplemented by up to two years of previous word processing, telephone reception, filing or related clerical experience; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills and abilities for position.

Hourly rate: \$10.50

20 hours per week

Applications can be downloaded from www.peachcounty.net (click on online services and employment to download)

Please submit all applications to 213 Persons Street Fort Valley, Ga. 31030

Or

Fax to (478) 827-3167 Attention: Michelle Williams

Open until filled.