

Help Wanted

Village Clerk/Treasurer Position

The Village of Lindsay, Nebraska is accepting applications for a full time position in the Clerk/Treasurer's Office. The ideal candidate is an initiative-taker, self-learner, problem solving team member; adaptable to a wide variety of challenges with continuous leadership changes; able to interact with the public in a positive manner in a very demanding fast-paced office setting.

Skills include, but are not limited to, Microsoft Word, Excel spreadsheets, other specialty programs, record keeping and regulatory reporting. Although a degree in business, accounting or previous office experience is preferred, it is not required.

Benefits include annual salary up to \$35,000, 11 paid holidays, vacation pay, and a \$950.00 monthly stipend. Applicants can pick up a full job description and job applications at the Village office located at 121 Pine Street, Lindsay, NE or call for more information, 402-428-4010, during regular hours.

The Village of Lindsay is an Equal Opportunity employer and reserves the right to reject any and all applicants.