

Town of Fulton, Rock County
Full time Municipal Deputy Clerk/Treasurer

Position Vacancy for Full-Time Deputy Clerk/Treasurer

The Town of Fulton, Rock County, Wisconsin (population 3,701) is seeking qualified applicants for a Full-Time municipal Deputy Clerk/Treasurer. Candidates must have strong communication and organizational skills, and a strong attention to detail. A working knowledge of municipal government, accounting, finances, maintaining public records, budgeting, payroll, licensing and permits, and election administration is desired. Computer skills are critical and should include proficiency in Microsoft Word, Excel, and QuickBooks. Starting salary is dependent on qualifications and will range from \$40,000-\$44,000. Benefit package available. Send cover letter, salary requirements, application, and resume with application (to Town of Fulton, 2738 W. Fulton Center Dr. Edgerton, WI. 53534, or email all documents to: fultonclerk@townoffulton.wi.gov. Submit by Monday July 15, 2024 at 5:00 p.m., but position will remain open until filled. Applications will not be viewed until the submit by date of 7/15/24.