

The Center for Work Force Development is seeking to fill Temporary Clerk positions.

Work is primarily of routine nature and involves the performance of standardized clerical tasks. Although detailed instructions are given for new or difficult assignments and practices are rather definitely fixed, employees must occasionally exercise independent judgment in applying them to specific cases. Work is reviewed by immediate observation, by checking completed work or by periodic spot checks.

***NOTE:** Applicant must be unemployed to qualify for this position.*

Salary: \$17.6120 per hour.

TO APPLY FOR THIS POSITION, visit: <https://sullivan-portal.mycivilservice.com/jobopps>

EEO/AA Employer – M/F/D/V

Job Type: Temporary