

BUENA VISTA COUNTY TREASURER'S OFFICE

Now accepting applications for positions, including:

Clerk (Motor Vehicle or Tax)

Applicants must have the following qualifications:

- Ability to work with the public in a professional manner
- Effective communication skills
- High school diploma or GED equivalency
- Skilled in attention to detail and accuracy
- Computer literate and keyboard proficiency
- Ability to comprehend and apply Code of Iowa Laws effectively
- Reliable, dependable and trustworthy in character
- Accounting, bookkeeping, banking experience
- Required to pass background and fingerprint check
- Other duties assigned by Treasurer or deputy

Job descriptions and applications are available at the Buena Vista County Treasurer's Office or online at buenavistacounty.iowa.gov. Applications will be accepted through Friday December 22,2023. EOE

No phone calls. Please send or bring your completed application and cover letter/resume to:

Buena Vista County Treasurer
215 E 5th St
PO Box 149
Storm Lake Iowa 50588
haberman@bvcountyiowa.com