

Help Wanted

Office Professional

Consolidated Public Water Supply District #1 of Barton, Dade, Cedar and Jasper Counties is seeking a full-time professional individual for the position of office clerk.

The person must possess strong customer relation skills and professional phone etiquette, with attention to detail and the ability to multi-task. Competent computer and 10 Key skills and the ability to count change is must. Benefits include health, dental and vision insurance, Simple IRA retirement plan, holiday, vacation and sick pay. Individuals interested may pick up an application at 1009 E 11th Street, Lamar, MO. Monday thru Friday, 8:00 to 5:00 pm. Or under the Customer tab on our website at bartonruralwater.com. Applications will be accepted until the position is filled.

Equal Opportunity Employer.