

The City of Johnson is seeking a full time Deputy Court/Police Clerk

This is an entry-level position with on the job training. Responsibilities include general office duties. Successful candidates must demonstrate the following: confidentiality with court/police department matters, excellent interpersonal skills, math skills, basic computer skills and organizational skills. Successful candidates must be 18 or older, hold a high school diploma or equivalent, and have a valid driver's license. Background check and drug screening are required. This position offers competitive pay based on experience and a complete benefits package.

Applications must be completed in person at the
City of Johnson Police Dept.
2904 Main Drive.

The City of Johnson, Arkansas is an Equal Opportunity Employer.