

The City of Johnson is seeking a full time Deputy Court 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. Please apply in person at City of Johnson Police Department, 2904 Main Drive.

The City of Johnson, AR is an Equal Opportunity Employer.
Applications will be accepted through October 23, 2020.