

*DEPUTY CLERK POSITION OPENING  
AVERAGES 6-10 HOURS WEEKLY - Flexible  
morning and evening hours.*

Tues. 1:45-7:30 p.m., Weds. 2:45 p.m.-7:00 p.m., Thurs. 7:45 a.m.-12:00 noon

Applicant must be a registered voter in Harrisville. This is a multi-task, detail-oriented position. Applicant must have a working knowledge of modern office practices, procedures, and equipment including the use of computers for data entry, ability to accurately perform detailed work and make arithmetic computations rapidly and easily, ability to communicate effectively both verbally and in writing, ability to prioritize, organize, and perform work independently.

Applicant must be available to work flexible morning and evening hours and be available for trainings as required.

Submit resume by e-mail: [townclerkdonna@myfairpoint.net](mailto:townclerkdonna@myfairpoint.net) or by mail: Town Clerk, PO Box 284 Harrisville, NH 03450