

**Deputy Clerk Position**

The Town of Crestone has an opening for a Deputy Clerk to work under the supervision of the Town Clerk Manager for 20 hours per week with a potential increase in hours after the 90-day training period. Compensation: $16.00-20.00 DOE. Benefits after 90 days.

Duties include front counter duties, taking payments, and assisting the Clerk Manager with administrative tasks and other duties as assisgned. Applications are available on the town website homepage at townofcrestone.colorado.gov

Please submit a brief letter of intent and references with your completed application to Town Hall either in person, via our secure payment slot at 108 W. Galena Ave; by mail to PO Box 64, Crestone 81131; or via email to crestonetownoffice@gmail.com

The Town of Crestone is an equal opportunity employer and does not discriminate on basis of race, color, religion, sex, national origin, sexual orientation, gender identity, age, disability or genetics. In addition to federal law requirements, the Town of Crestone complies with applicable state laws.

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