

Clerk-Treasurer Position

The City of New Lisbon is seeking applications for a full time position of Clerk/Treasurer. Required qualifications are a high school diploma and an associate degree or higher education preferred. Municipal government experience or accounting related field with at least 2 years' experience is required. Desire a strong background in finance and budget administration, office operations, election administration, and municipal legislative procedures. This position works under the direction of the City Common Council. Salary will commensurate with experience. Excellent benefits package. Send completed application, resume, and references to:

City of New Lisbon
Clerk/Treasurer
PO Box 218
New Lisbon, WI 53950
608-562-5213

You can also email these documents to nlclerk@mwt.net. For any questions, please call 608-562-5213. The deadline for qualified applicants to submit their documents will be May 10, 2024 by 4:30 PM.

A full job description and Application for Employment can be found on www.cityofnewlisbon.com.