



NIAGARA COUNTY JOB POSTING

OPEN TO THE PUBLIC

TITLE/POSITION #: Clerk-BOE-temp #13604 -13609

PAY RATE: \$19.29/hr

DEPARTMENT/DIVISION: Board of Elections

WORK LOCATION: 111 Main St, Lockport, NY 14094

STATUS: **Temporary**

DESCRIPTION: Works under the supervision of the Election Commissioner, Deputy and Executive Secretary who reviews work for effectiveness and compliance with laws and policy. Performs varied administrative and clerical activities in connection with the Board of Elections. Does related work as required.

MINIMUM QUALIFICATIONS: None

DATE POSTED: 9/21/20 DEADLINE: 10/4/20

APPLY ELECTRONICALLY AT: <https://niagara-portal.mycivilservice.com/>

OR SUBMIT PAPER APPLICATIONS TO:

Niagara County Human Resources

111 Main Street – Suite G2, Lockport, NY 14094

**Applications, Job Specifications, Job Postings & Exam
Announcements can be found at:**

<https://niagara-portal.mycivilservice.com/>

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