

# PLEASE POST

## Job Posting

This is a competitive class position. In order to apply for transfer, you must have permanent competitive status, have completed your probationary period, and be in the same or comparable title (as determined by Civil Service) as this position. **Before applying you must read the “*Transfer Guidelines*” document in the Job Postings Folder and also review the job specification located at [www.niagaracounty.com](http://www.niagaracounty.com).** Current eligible lists will also be used to fill positions. For questions about title comparability, please contact Civil Service at 438-4071.

This vacancy will be posted for a minimum of 10 days. All applications/resumes will be reviewed following the expiration of this posting. The department will select the most qualified candidates to contact for interviews in the 7 - 10 days following the expiration of this posting. ***Candidates should not call the department inquiring as to the status of the hiring process.*** You will be contacted if the department is interested in interviewing you.

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TITLE: Account Clerical III

JOB GROUP: 6

SALARY: 18.87-21.65

DIVISION: Public Health

LOCATION: Lockport

STATUS: Contingent Permanent

DEADLINE: 11-21-19

Letter of interest and resume to:

Send Electronically to: Kathleen Rankie, Fiscal Administrator and Victoria Pearson,  
Deputy Public Health Director/Director Financial Operations