



## **Customer Accounts Clerk I**

The City of Celina has an opening for a full-time Customer Accounts Clerk I.

Qualifications: Completion of secondary education and experience which indicates a knowledge of bookkeeping and office practices and procedures and a demonstrable skill in typing with in customer accounts. Starting salary \$15.90.

Applicants may apply by submitting an application along with a resume citing qualifications in care of Customer Accounts Supervisor, 225 N. Main Street, Celina, Ohio 45822. An application and job description is available at [www.celinaohio.org](http://www.celinaohio.org) or at the Celina Utilities Office, 225 N. Main Street, Celina, Ohio 45822. Deadline for submission of application is 4:00 pm December 14, 2018.

No phone calls PLEASE!