

Job Opening: Part-Time Deputy Clerk

Sterling County and District Clerk's Office

The Sterling County and District Clerk's Office is seeking a qualified individual for the position of **Part-Time Deputy Clerk**.

Position Details:

- **Hours:** 29 hours per week
- **Location:** Sterling County Courthouse
- **Status:** Part-Time

Requirements:

- Knowledge of basic office procedures
- Skill in operating a personal computer and standard office equipment
- Ability to work effectively with the public and office staff
- Physical ability to lift and carry 15–40 pounds
- Must be able to pass a background check

How to Apply:

Applications may be picked up at the **Sterling County and District Clerk's Office**, located in the **Sterling County Courthouse**.

Equal Opportunity Employer:

Sterling County is an Equal Opportunity Employer