

Deputy II – Commissioner of Revenue

The Pulaski County Commissioner of the Revenue is seeking an individual for a Deputy II position with the primary responsibilities of assisting citizens and businesses with personal property tax assessment and state income tax preparation. Prefer experience with local government taxes and state income tax preparation.

Must have excellent verbal and written communication skills. Must be able to multi-task and meet deadlines. Excellent computer skills, especially in data entry, Microsoft Word, and Excel. Knowledge in Bright and ProVal software preferred. Must be a high school graduate and prefer a two-year degree or comparable experience. Knowledge in accounting is a plus.

Salary: DOE \$22,800 - \$33,990. This is a full time position with benefits: health, dental, vision, life insurance, State retirement program, optional 457 retirement program, sick and vacation leave, paid holidays, and much more.

Interested individuals may apply at the appropriate Virginia Employment Commission Office or download and submit an application from www.pulaskicounty.org to Donna Gray, Interim Commissioner of the Revenue, 52 West Main Street, Suite 200, Pulaski, VA 24301.

Position open until filled. Application review will begin immediately.

Pulaski County is an Equal Opportunity Employer