

## **PULASKI COUNTY**

### **PAYROLL CLERK – ACCOUNTING ASSISTANT I**

Pulaski County is hiring for a Payroll Clerk – Accounting Assistant I. The applicant must possess a minimum of an Associates Degree in Accounting accompanied by previous experience in manual calculation of time per FLSA standards, payroll processing and computer operations. Previous experience in governmental operations, finance, payroll and human resources preferred. Please see our website at [www.pulaskicounty.org](http://www.pulaskicounty.org) for a detailed job description.

This is a full-time, non-exempt position with benefits such as health, dental, optional vision, retirement, vacation, sick leave and paid holidays. Salary is commensurate upon education and experience.

Interested individuals can apply at the appropriate Virginia Employment Commission Office or may download and submit an application from [www.pulaskicounty.org](http://www.pulaskicounty.org) to Tammy Safewright, Human Resources Director, 143 Third Street, NW, Suite 1, Pulaski, VA 24301.

Position is open until filled.

Equal Opportunity Employer