

CLAY COUNTY RECORDER/REGISTRAR

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Clay County Recorder's Office is accepting applications for a full time clerk position. Applicants should be energetic and outgoing with strong customer service skills. Applicants need to be able to interact with people in person and on the phone. Applicants need to be detailed oriented and attentive to accuracy. Computer skills are required. Applications will be accepted through July 20. The application form may be found at www.co.clay.ia.us/jobs.htm Please submit completed application form to Clay County Recorder 300 W 4th St Ste 3 Spencer IA 51301 EOE