



NOW HIRING!

Finance Clerk

The Town of Cedaredge, Colorado is seeking an outgoing, friendly person to work as a **Finance Clerk**. Under the Finance Director, this position performs a variety of routine and non-routine clerical and financial tasks including day-to-day money tracking, record keeping, basic bookkeeping and data entry. In addition, this position assists with utility billing, front desk/customer relations and other duties as assigned.

The position is full time. The anticipated hiring range is \$21.10-\$28.40 DOE and includes an excellent benefit package. Applicants must have a valid driver's license. The Town of Cedaredge is a drug free/alcohol free employer.

The application and the job description with full duties is available at Cedaredge Town Hall, 235 W Main St., Cedaredge; online at cedaredgecolorado.com/284/Job-Opportunities; or by emailing finmanager@cedaredgecolorado.com.

This position is **open until August 27, 2026**.

The Town of Cedaredge is a drug free/alcohol free employer and an Equal Opportunity Employer.