

FIRST LUTHERAN CHURCH

is seeking

## **part-time Financial Secretary**

**8-10 hours per week, including Monday office hours**

The position completes all bookkeeping, including deposits, paying all bills, payroll, and periodic financial reports.

If you have a high school diploma and financial management (bookkeeping) training and experience, submit cover letter and resume and/or inquiries to

**Pastor Neil Harrison, First Lutheran Church,**

**210 E. Platt Street, Maquoketa, IA 52060 or [pastorneil@flmaq.org](mailto:pastorneil@flmaq.org).**