



Town of Sanbornton
Office of the Board of Selectmen
P.O. Box 124
573 Sanborn Road
Sanbornton, New Hampshire 03269
603-286-8303

**TOWN OF SANBORNTON
EMPLOYMENT OPPORTUNITY**

Deputy Treasurer:

The Town of Sanbornton has a vacancy for a per diem (up to 6 hrs/week) Deputy Treasurer at the Town Office.

Applicants must be detail oriented and demonstrate proficiency in all aspects of financial transactions including: computer skills, timely deposit of funds, bank reconciliations, online banking and the ability to prepare financial reports.

Be organized, a team player and trustworthy with confidential matters.

Duties and responsibilities may vary.

Candidates must be a resident of the Town of Sanbornton and a registered voter, able to pass a criminal background check, credit check and able to be bonded.

Experience is preferred.

Applications are available at the Town Office, 573 Sanborn Rd or on our website at www.sanborntonnh.org.

A job description is detailed by NH RSA 41:29, available upon request or on the Town website.

Applications will be accepted at the Town Office,
by mail to "Town of Sanbornton, Attn: Deputy Treasurer Position, PO Box 124,
Sanbornton, NH 03269"

or via email to townadministrator@sanborntonnh.org

Position open until filled.

The Town of Sanbornton is an EOE.