



The Town of Corinth is in search of a responsible municipal representative and accepting applications for a part-time position of Assistant (Deputy) Clerk. The Town works a four-day work week. The position will be required to **work 20 hours (1pm-6:30pm)** minimum per week and requires **assisting with absentee coverage** for vacations and training of staff.

The successful candidate will possess knowledge of the principals and practices of cash handling, administrative work, computer skill, ability to work as a team member, strong customer service and communication skills, with preferable knowledge of motor vehicle and IF&W registrations. Prior TRIO software experience is a plus.

To apply and express interest, please send cover letter and resume to the Town Manager by **Friday, August 19, 2022**, via email at [corinthto@townofcorinth.com](mailto:corinthto@townofcorinth.com) or USPS mail at

Town of Corinth  
Attn: Part Time Clerk Employee Search  
P.O. Box 309  
Corinth, Maine 04427