

Notice
Town of Mercer
Part Time Office Assistant

Currently seeking an office assistant to work approximately 12
hours a week.

Interested candidates should have prior Knowledge of Xcel,
Word, and QuickBooks and be able to deal with the public.

Please apply in person at the
Mercer Town Hall 2657 Railroad Street
During regular business hours
Monday through Thursday 8am to 3pm
Friday 8am to Noon.