

Merlin's Bridge Community Council

Merlin's Bridge Community Council currently has a vacancy for Clerk/Responsible Financial Officer

20hr per month – Salary to be discussed

Requirements for this position are:

- Experience in Administration
- Competent use of Word and Excel
- Basic Financial record keeping
- Good communication skills
- Willing to take on training for policies and procedures
- Facilitate Monthly Meetings

Please send CV and accompanying letter to:

clerk@merlinsbridgecc.com

Closing date 1st March 2021