

Accounts Payable Clerk

The Marion County Commission is now seeking applications for the position of Accounts Payable Clerk. This is a full-time position with the following schedule: Monday-Friday, 8am-4:30pm. Duties for this position include, but are not limited to, maintaining credit accounts held by the county, coding and entering all invoices to be paid by the county, completing weekly check runs, and maintaining relevant records.

Qualifications will include relevant work experience in finance, accounting, data entry, or other local government services.

All full-time county employees are entitled to benefits including local government healthcare, enrollment in the Retirement Systems of Alabama, accrued sick and vacation time, and paid holidays.

To apply for this position, please submit a completed application to the county commission office at 119 Military Street N Hamilton, AL 35570. If you have any questions, call 205-921-3172 or email marioncountycommission@gmail.com. Application deadline June 28th.