



**FINANCE DEPT: PART-TIME CLERK
CITY OF SEVEN HILLS**

The City of Seven Hills is seeking a dependable, self-motivated individual with accounting Skill, computer knowledge in Microsoft Word and Excel, and general office duties. Experience is preferred. This is a part-time position paying \$13.99 per hour per Union Contract. Hours of work may vary, limited to a maximum of 29 hours weekly. There are no benefits associated with this position.

Please send resume to
Joe Hotchkiss, Deputy Finance Director
Finance Department
7325 Summitview Drive
City of Seven Hills, Ohio 44131

jhotchkiss@sevenhillsohio.org