

Carneys Point Township is seeking a full time accounts payable/finance clerk. Candidate must be a motivated, detail-oriented individual with excellent organizational, computer and communication skills. Responsibilities include, but are not limited to, processing of all requisitions, preparation of monthly bill list and other various duties as assigned by the Chief Financial Officer. Knowledge of Edmunds software is desirable but not required. Proficiency in Microsoft Word and Excel required. Salary starting at \$16.35hr. Please email resumes to [Junep@carneypointtp.org](mailto:Junep@carneypointtp.org)