

Deputy Town Clerk

The Town of Melbourne Beach, FL is currently in search for a diversely qualified individual to fill the position of Deputy Town Clerk. Ideal candidate shall be highly motivated, able to handle multiple tasks, and be a self-starter. Outstanding computer skills a must with emphasis on website maintenance and Microsoft Office Suite. Flexible hours as position requires some evening meetings. Full-time benefits. EOE, Drug-free workplace. Veteran's Preference. Complete online application w/resume to bhoskovec@melbournebeachfl.org no later than 1/27/2012.