

The City of Osseo is seeking a highly organized and detail-oriented individual to join our municipal team as the City Clerk/Treasurer. Applicants must have strong administrative and communication skills along with the ability to multi-task and perform under pressure. A minimum of five (5) years municipal experience including Human Resources responsibilities are preferred. This full-time position offers a competitive salary, excellent benefit package including health & life insurance, paid vacation and holidays, sick time, and retirement benefits through the Wisconsin Retirement System.

Applications and a detailed job description are available at the Osseo City Hall or online at cityofosseo.us. Please submit your cover letter, resume and completed application by Monday, November 24th, 2025, to:

City of Osseo Attention: Mayor
Pettis

P O Box 308

Osseo, WI 54758

Position will remain open until filled.

The City of Osseo is an equal opportunity employer