



**WE ARE NOW HIRING  
CITY CLERK**

Salary Range (\$60,000 - \$80,000) DOQ

The City of Atlantic, IA (Pop. 6,792) is accepting applications for City Clerk.

- Knowledge of principles and methods of public finance, including fund accounting, budgetary control, taxation, and revenue management.
- Shall be bondable, a high school graduate, experience as a City Clerk, Deputy Clerk, or Finance Officer is preferred.
- Experience with gWorks Accounting Software highly desired but not required. Job description available upon request.
- Position is full-time, exempt. Salary dependent on qualifications. Competitive Benefits package.
- Direct questions to the Personnel & Finance Committee Chair, Shawn Sarsfield at [shawnsarsfield@cityofatlantic.com](mailto:shawnsarsfield@cityofatlantic.com) or call (712) 249-4598.

**Send Resume To:**

Shawn Sarsfield  
Personnel & Finance Committee Chair  
23 East 4th Street, Atlantic, IA 50022.

- Rolling applications will be accepted and interviews scheduled for desired candidates. Position will remain open until filled. EOE and ADA compliant and inclusive employer.