



City Clerk City of Britt

The City of Britt is seeking a full-time City Administrator/Clerk. Preferred qualifications include a four-year degree in public or business administration, economic development or a related field and two or more years of experience in a public sector management position.

This position ensures that all business functions and affairs of the City are conducted in accordance with approved methods and in an efficient manner. Performs duties in the coordination of all phases of municipal activities as directed by the Mayor and City Council.

Position is full-time with a generous benefit package:

- 100% employer covered Health and Dental Insurance
- Vision Insurance
- IPERS Contribution
- Flex Spending Account
- PTO

Salary is \$50,000-80,000

To apply:

- Drop off at City Hall at 170 Main Ave S Britt, IA 50423
- Mail to:

City of Britt
Concern of Mayor (application)
PO Box 303
Britt, IA 50423

- To email application to or with questions contact Mayor Jim Nelson at brittmayor.inelson@gmail.com or call city hall at 641-843-4433.

Job Applications can be found [here](#), on our website at brittiowa.com under (Welcome/Forms) or at City Hall.

Applications will be accepted until the position is filled.