

Town of Ixonia Deputy Clerk/Treasurer

The Town of Ixonia (pop. 5,139) is searching for a hard-working individual to fill our Deputy Clerk/Treasurer position.

Successful candidates shall possess a minimum of a high school diploma, two to three years of related experience such as accounting or municipal experience, and strong communication and computer skills (Microsoft Office). Any experience in WisVote, Workhorse Software, or other office/accounting software is preferred.

Salary range: \$40,000 - \$60,000 depending on qualifications.

The Town offers a comprehensive benefits package including health insurance (ETF), dental, short-term disability, life insurance, deferred compensation plans, and participates in the Wisconsin Retirement System state pension program. The Town of Ixonia is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities.

Applications and Resume' are due by June 14th, 2024 and may be submitted electronically to townhall@townofixonia.com Full job description may be found on the Town of Ixonia website at www.townofixonia.com