



City of Northport

P.O. Box 569
3500 McFarland Blvd.
Northport, AL 35476

Civil Service Job Announcement

Job Title: Water Clerk II

Closing Date: Wednesday, May 12, 2021 @ 4:00 p.m.
If mailed must be postmarked by Tuesday, May 11, 2021.

Turn in application to:
Director of Human Resources
P.O. Box 569
3500 McFarland Blvd.
Northport, AL 35476

Summary:

Under general supervision, this person is responsible for the management of utility accounts, collection of delinquent accounts, public relations, training of new staff, and generation of reports. Assists with the regular billing process as necessary.

Salary:

FLSA Status: Non-Exempt
Pay Grade 11 - \$16.38/hourly (minimum) to \$21.74/hourly (maximum)

Applications may be obtained from the City of Northport Receptionist or by visiting the City of Northport website, www.cityofnorthport.org. Please see job description for all requirements and qualifications. **No phone calls please!**

**The City of Northport is proud to be a "Drug Free Workplace"
The City of Northport is an Equal Employment Opportunity Employer.**