

CITY OF NATCHITOCHEs  
JOB OPPORTUNITY

POSITION: Clerk II - Cashier

DESCRIPTION: Responsible for receipting of utility payments and various other payments, and posting monies to appropriate accounts. Receives the public and answers questions, and responds to inquiries from employees and citizens. Setup, close and amend utility accounts, as well as preparing and monitoring work orders.

CONTACT: City of Natchitoches, Human Resources Department located at 1400 Sabine St. or P.O. Box 37, Natchitoches LA 71458-0037. Applications may also be picked up upstairs at City Hall located at 700 Second St., or you can download an application on line at [www.natchitochesla.gov](http://www.natchitochesla.gov)

DEADLINE FOR APPLICATIONS: Applications will be through  
August 1, 2022

THE CITY OF NATCHITOCHEs IS AN EQUAL OPPORTUNITY EMPLOYER.