



The Town of Avon Announces the Following:

TEMPORARY POSITIONS AVAILABLE

The Town is in need of filling approximately 11 temporary positions to work in the Town Clerk's Office. Individuals will be assisting with the absentee ballot fulfillment process which will include duties such as: data input and preparation of ballots for mailing.

Time Frame: September 8- November 3, 2020

Schedule: 9:00-4:30 Monday- Friday. Hours may be adjusted based on workload.

Requirements: Minimum of 18 years of age. Ability to work a minimum of 2 full days (9am-4:30 pm) per week. Ability to type. Must have attention to detail.

Rate of Pay: \$15.00

To Apply For This Position:

Go to www.avonct.gov to complete an Employment Application. Applications may be delivered to Human Resources at 60 West Main Street, Building #5, Avon CT, or emailed to HR@avonct.gov **Please apply ASAP!! Training begins soon!**

Successful candidate must pass a background check prior to employment.