

Accounts Receivable

Candler County Board of Commissioners is seeking to fill an Accounts Receivable position. Account Receivable duties include receiving, recording and documentation of all County monies and processing County alcohol and business licenses. General office duties that include but are not limited to the ordering of office supplies for multiple departments, filing, answering a multiple line phone system, and customer service. Experience preferred. Interested applicants please send resume to 1075 East Hiawatha Street, Suite A, Metter, Georgia 30439 or email resumes to: klank@candlerco-ga.gov