

## King and Queen County

### Help Wanted

Fulltime fiscal/purchasing assistant in the King and Queen County Finance Department. Duties include but not limited to purchasing and procurement in accordance with County policy and VPPA as well as assistance with processing of accounts payable and payroll as needed. Must have good verbal and written skills and ability to work under deadlines. Microsoft Word and Excel proficiency required, BAI Municipal software and local government accounting experience preferred. Starting salary of \$29,736 with County benefits package. Application is available on the King and Queen County website ([www.kingandqueenco.net](http://www.kingandqueenco.net)). Return application and résumé to Diane Gaber, Human Resources, PO Box 177, King & Queen CH, VA 23085. Position is open until filled. King and Queen County is an Equal Opportunity Employer.