

# **HELP WANTED**

## **Town Of Oak Grove In Barron County Is Seeking A TOWN CLERK**

The duties include attend and prepare for a monthly meeting including bookkeeping with a knowledge or willingness to learn QuickBooks, Word, and Excel. Also administer local elections and distribute the local alcohol license.

## **Town Of Oak Grove In Barron County Is Seeking A TOWN TREASURER**

Duties include collecting property taxes along with recording and preparing settlements. Duties also include receiving, dispensing, and depositing town money and reporting financial information in a monthly reconciliation report and completing the bank statement.

***Submit a resume by November 1,  
to the following:***

**Town of Oak Grove  
2792 22nd Street • Rice Lake, WI 54868  
or to the following email address:  
townofoakgroveclerk@gmail.com.**

***If you have any questions, please contact  
Chairman Dave Tomesh at 715-790-0718.***