

**Request for Applications**  
**Harrison County Assessor's Office**

The Harrison County Assessor's Office is seeking qualified applicants for the position of Deputy Assessor.

Minimum qualifications:

- High School diploma (or equivalent)
- Experience with Microsoft Office
- Excellent mathematical skills
- Office experience (computers, typing, working with the public, etc.)

Special requirements:

- Background check will be conducted on successful applicant.

Must have good communication skills and be able to work well with others. Preferred qualifications include 6 credit hours of accounting or comparable experience.

Salary includes benefits and will be based on qualifications and experience.

**Applications may be picked up in the Assessor's Office, 301 West Main Street, Clarksburg, or downloaded from [harrisoncountyassessor.com](http://harrisoncountyassessor.com) then clicking under Useful Forms. Submit application, cover letter and resume to:**

**Harrison County Assessor's Office**  
**ATTN: Christina Murphy**  
**301 W Main Street**  
**Clarksburg, WV 26301**

Applicants who fail to supply all requested information will not be considered for this position. Applications must be received by April 3, 2020.

The Harrison County Assessor's Office is an equal opportunity employer and does not discriminate during the employment process.