



**City of Meriden
JOB ANNOUNCEMENT**

Temporary Office Worker in Personnel/Human Resources

April 20, 2021

The City of Meriden is hiring for a Temporary clerical position (up to 19.75 hours per week) in the Personnel/Human Resources Department.

This position works under the supervision of the Director of Human Resources and Human resources Specialist.

Examples of Duties:

Maintains files/Files documents
Retrieves mail and processes.
Performs related work as required.

Salary is \$17.75 per hour. Apply on line at <https://tinyurl.com/meridencareers> and you can e-mail your resumes/applications to humanresources@meridencat.gov. Applications are also available in the Meriden Human Resources Department, City Hall, 142 East Main Street.

The position will remain open until filled.

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