

TOWN OF WALPOLE RECORDING SECRETARY VACANCY

The Selectboard of the Town of Walpole is seeking a Recording Secretary. Job duties include:

- Attending Selectboard and Staff Meetings held at the Town Hall on the Thursday evenings.
- Transcribing minutes for scheduled meetings.

Applicants may submit a letter of interest and resume to the Town of Walpole Selectboard Office, 34 Elm Street, PO Box 729, Walpole, NH 03608. For more information, call 603-756-3672 or visit walpolenh.us for a job application and description.