

**Vacancy:**

**COLFAX COUNTY TREASURER**

The Board of Commissioners of Colfax County, Nebraska is seeking qualified applicants for the vacant full-time position of the Office of the Colfax County Treasurer to complete the 4-year term ending January 2027. In addition to the residency requirement at Neb. Rev. Stat. §23-1601.01, the responsibilities of the position require education, skills, and/or experience in the following areas:

**Description:**

1. Collect all revenues for the County
2. Bill and collect all real estate and personal taxes in the County
3. Register all vehicles, motorcycles, vessels, etc. with tax situs in the County
4. Issue driver licenses, C.D.L.'s, learner permits, I.D. cards, school permits, etc.
5. Disburse collections to the proper political subdivisions
6. Collect and disperse Special Assessments
7. Manage investments for the County
8. Possess employee management and supervisory experience
9. Perform other essential duties as defined by Nebraska law
10. Must be bondable

**Annual Salary:**       \$67,450.00

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*Applications will be received until 4:00 p.m. Friday, March 31, 2023, and will be reviewed by the Colfax County Commissioners prior to its next regular meeting. Background check consent is a requirement of the application process.*

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Please submit a letter of interest and resume by regular mail or email to:

Colfax County Commissioners  
Attn: Rita Mundil, Colfax County Clerk  
411 East 11<sup>th</sup> St.  
Schuyler, NE 68661  
rmundil@colfaxcountyne.gov  
(402)352-8504

***Colfax County is an Equal Opportunity Employer***