



**SHERIFF AND TREASURER
OF MORGAN COUNTY
K.C. BOHRER**



LAW ENFORCEMENT DIVISION
226 Gayle Drive
Berkeley Springs, WV 25411
304-258-1067
FAX 304-258-8630
kcbohrer@morgancountywv.gov

TAX DEPARTMENT
77 Fairfax Street, Room 104
Berkeley Springs, WV 25411
304-258-8562
FAX 304-258-7497
morgancountysheriffatx@morgancountywv.gov

JOB OPENING

**THE MORGAN COUNTY SHERIFF'S TAX OFFICE IS ACCEPTING
APPLICATIONS FOR A FULL-TIME OFFICE DEPUTY.
CUSTOMER SERVICE EXPERIENCE IS PREFERRED.**

MUST BE PROFICIENT IN MICROSOFT 365.

**ALSO MUST BE SELF-MOTIVATED,
ABLE TO MULTITASK AND BE A TEAM PLAYER.**

STARTING SALARY IS \$15.00 PER HOUR

**ANNUAL LEAVE, SICK LEAVE AND PAID HOLIDAYS
HEALTH/DENTAL/VISION/LIFE INSURANCE AVAILABLE
WV PUBLIC EMPLOYEE RETIREMENT PLAN**

**APPLICATIONS MAY BE OBTAINED FROM
THE SHERIFF'S TAX OFFICE LOCATED AT:
77 FAIRFAX STREET, ROOM 104**

OR ONLINE AT: MorganCountySheriffTax@MorganCountyWV.Gov

**INTERESTED APPLICANTS SHOULD SUBMIT THEIR APPLICATION
AND THE SIGNED/NOTARIZED BACKGROUND CHECK
PAPERWORK TO THE MORGAN COUNTY SHERIFF'S TAX OFFICE
OR ONLINE TO: Kmichael@morgancountywv.gov**

EQUAL OPPORTUNITY EMPLOYER.