Help Wanted:

Business Manager/Clerk

Rau Elementary School District #21 is accepting applications for the position of District Clerk/Business Manager for the contract year of 2022-2023. This position is full time with benefits and leave. The hourly rate of pay will be dependent on experience and education. Degree in Business/Accounting or should have a strong background in local government finance and budgeting. Applicant must have exceptional multi-tasking and organizational skills and have advanced accounting experience. Position open until filled**.** For more information or to request an application please contact the office. Please send you application materials to rauchair@rauschool.net or drop them at the office. If questions, please call 406-482-1088.

Application materials required are: cover letter, application, current resume and (3) references.