

VACANCY

CONECUH COUNTY BOARD OF EDUCATION

August 13, 2024

The Conecuh County Board of Education is now accepting applications for the following vacancy:

Payroll Specialist

QUALIFICATIONS:

a) Associates degree in human resources, business administration, public administration, accounting and 3+ years of experience specific to payroll and/or employee benefits, preferred.

OR

5+ years of experience specific to payroll and/or employee benefits, preferred

b) Work experience in government accounting, preferred.

c) Advanced knowledge in the use of business software (Excel, Word, etc.), required.

d) Professional oral and written communication skills, required.

e) Excellent organization skills, required.

f) Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable.

Salary: Per current salary schedule

12-month position

Applications will be received through August 21, 2024 or until position is filled.

Applications are available online at [www.conecuh.k12.al.us](http://www.conecuh.k12.al.us) under human resources. You may email your application to [conecuh.applicants@conecuhk12.com](mailto:conecuh.applicants@conecuhk12.com)