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Mayor
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ART DEVLIN
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Trustees



JANET H. BLISS
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ANITA A. ESTLING
Village Clerk
LPCLerk@villageoflakeplacid.ny.gov

PAUL J. ELLIS
Village Treasurer/CFO
Treasurer@villageoflakeplacid.ny.gov

LAKE PLACID VILLAGE, INC.

2693 MAIN STREET LAKE PLACID, NEW YORK 12946 PHONE 518-523-2597 FAX 518-523-1362

VILLAGE OF LAKE PLACID, INC
has an opening for a
Full-Time Electric Inventory Clerk

RESPONSIBILITIES: The work involves the responsibility for overseeing the acquisition and distribution of a wide range of materials, supplies, and equipment for the electric department, manages the disposal of transformers, reading electric meters, maintain grounds and buildings as necessary at the electric department. The work is performed under the general supervision of the Electric Superintendent, Assistant Superintendent, Line Foreman, Substation Technician, and Electric Meter Serviceman.

QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma; one year of experience in a position involving public contact; or an equivalent combination of training and experience sufficient to indicate ability to do the work.

Email cover letter, application and references, no later than Monday, September 23, to:

Anita A. Estling, Village Clerk
2693 Main Street, Suite 204
Lake Placid, NY 12946

Or

lpclerk@villageoflakeplacid.ny.gov

For a full job description visit the Village website at
villageoflakeplacid.ny.gov

Village of Lake Placid, Inc. is an Equal Opportunity Employer