

City of Carlisle - Administration

The City of Carlisle is accepting applications for a part-time employee, to serve as a floater for the Water Department Clerk, Civic Center Director, and Administrative Assistant. High school diploma or GED is preferred. Duties include general clerical duties, as well as some physical labor. Applications may be picked up at the City of Carlisle Water Department or Mayor's Office, 215 South Court, or downloaded from www.carlislear.org. Applications will be accepted through August 25th, 2016 and may be mailed to the City of Carlisle, P.O. Box 49, Carlisle, AR 72024. The City of Carlisle is an Equal Opportunity Employer.