

EMPLOYMENT OPPORTUNITY

Trinity Public Utilities District is seeking a motivated and detail-oriented individual to join our team as a Clerk I or II (Customer Service, Billing or Accounting Clerk). This is an excellent opportunity for someone who thrives in a customer-focused environment and has strong organizational, communication, and accounting skills. We are seeking a team member who can provide exceptional customer service, both in person and over the phone; perform billing and accounting functions accurately and efficiently; support payroll and accounts payable processes; and work collaboratively with District staff. Pay rate for position is dependent upon experience as follows: Clerk I \$23.36-\$31.09/hour; Clerk II \$31.74-\$42.20/hour. Benefits package includes health insurance, CalPERS retirement, and paid time off accrual. The position will be full time and begin around May 26, 2026. Trinity Public Utilities District is an equal opportunity employer.

Deadline to apply is April 30, 2026. Please submit your application, available at www.trinitypud.com and resume to Paul Hauser, General Manager, Trinity Public Utilities District, P.O. Box 1216, Weaverville, CA 96093, phauser@trinitypud.com.