

CLERK 1

Under close supervision, performs routine, repetitive clerical work involving the processing of legal documents. Does related work as required. The ability to read, write, speak, understand or communicate in Spanish and English will be an asset.

This is a part time position under a temporary 6-month program. The salary is \$15.13 an hour.

Send resumes to Susana Perez, Personnel Office, 4th floor, 3715 Palisade Avenue, Union City, New Jersey 07087 or you may email the information to: sperez@ucnj.com. City of Union City is an equal opportunity employer.