

**Town of Somers
Position Opening
Part time Assistant Town Clerk**

The Town of Somers currently has an opening for a Part-Time Assistant Town Clerk. The Assistant Town Clerk coordinates the recording, processing, and maintenance of land records, vital statistics, and election documentation while ensuring accurate, timely service to the public, staff, and town officials. The role relies on multiple technology systems to improve efficiency, maintain precise records, and support overall departmental operations.

Hourly Range: \$25–\$30 per hour

Schedule: Part-time 9am- 2pm

Additional Coverage: The position will also cover vacations as needed.

Interested candidates are encouraged to review the full position description for detailed responsibilities and required qualifications. [Click Here](#)

Qualified applicants may express their interest by submitting a completed [employment application](#) and resume to:

Email: Klafleur@somersct.gov

Mail to: Operations Director
600 Main Street
Somers, CT 06071

NO PHONE CALLS PLEASE EEOC, 6/2/2