The City of Egg Harbor is looking for a part-time finance assistant to work approximately 15 hours per week. The Finance Assistant will be responsible for preparing purchase orders, accounts receivable, accounts payable, payroll and other assigned functions as needed. Municipal experience with preparing payroll and using Edmunds finance software preferred. The City reserves the right to interview candidates before application deadline. Please send resume by June 15, 2018 to Meg Steeb, City Clerk, at 500 London Avenue, Egg Harbor City, NJ 08215, or via email at megs@eggharborcity.org. Equal Opportunity Employer.