



Elmore County Revenue Commissioner

100 E Commerce St - Rm 102
PO Box 1147
Wetumpka, AL 36092-1147

www.elmorevenuecommissioner.net

(334) 567-1184 Fax (334) 567-1116

Elmore County is accepting applications for the following full-time position:

Collection Clerk

Job Summary

Under the direction of the Chief Collection Clerk, the employee collects property taxes and assists Taxpayers with related questions. Prepares tax and delinquent tax bills for mailing. Assists with tax sales. Good communication skills are a must along with the ability to operate a computer, calculator, and other office equipment. Performs other duties as assigned.

Starting pay for this position is \$16.00/hr.

Interested applicants may submit resume and application by email or in person:

Elmore County Revenue Commission
100 E Commerce St. Ste. 102
Wetumpka, AL 36092
lroper@elmoreco.org
Imacon@elmoreco.org

Applications will be accepted Monday through Friday 8:00am - 4:30 pm.
Elmore County is an Equal Opportunity Employer.
Closing date for acceptance: September 9th, 2025 @ 4:00pm