



For Immediate Release August 4, 2025

## NOW HIRING

### Deputy Assessor for the Personal Property Department

The Putnam County Assessor's Office is looking to fill the position of Deputy Assessor in our Personal Property Department. Applicants must possess the qualities needed to assist the public, have a great attitude, and be able to multi-task.

#### General Duties Include:

- Answering Telephones
- Assisting Taxpayers
- Data Entry
- Filing

#### Benefits Include:

- Paid Holidays
- Paid Vacation & Sick Leave
- Paid Lunch
- PEIA Insurance
- Set Schedule Monday-Friday  
8 am -4pm, No Weekends

### STARTING PAY: \$13.50 PER HOUR

If you would like to work in a great atmosphere, apply in person at the Putnam County Assessor's Office located at 12093 Winfield Rd Ste 1, Winfield, WV 25213.