

Employment Opportunity
Holmes County Deputy Auditor
Budgetary Specialist

Holmes County Auditor has a position available for a full time Deputy Auditor.

Consider joining our team of professional individuals who serve the public and county departments through budgetary and real estate duties.

Main duties include: Assisting budget preparations, accounts payable, grant tracking, accounts receivable, assist with annual State audit, balancing with bookkeeping.

Candidate must be: detail-oriented, have significant computer experience (proficient in Excel), organizational skills, ability to work well with the public/departments in person and by telephone, ability to balance books and to apply checks and balances, ability to problem solve, ability to work in a fast-paced environment, demonstrate regular and predictable attendance.

Candidate must possess: Any equivalent combination of education, training, and work experience, which indicates possession of the skills, knowledge and abilities necessary to successfully perform the duties of the position. Governmental accounting experience preferred.

Public employment benefits and retirement. Salary is commensurate with experience.

Applications available online at www.holmescountyauditor.org. Submitted applications must include a resume. Applications and resumes should be returned to the Holmes County Auditor's office or mailed to 75 E. Clinton Street, Suite 107, Millersburg, OH 44654 by 4:30PM on August 8, 2025.

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