

June 26, 2024

The Village of Mineola is looking to fill a Messenger position in the Village Clerks office. Responsibilities include but are not limited to, answering phones, assisting residents, accepting water and tax payments, filing, process mail, interoffice deliveries as necessary, maintain notification boards etc. Must have good interpersonal skills and a working knowledge of Microsoft office. This is a union position and compensation and benefits are per the collective bargaining agreement. Resumes can be sent to info@mineola-ny.gov please put in the subject line of the email "**Messenger Position**"

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