



Volunteer Opportunities

Position:	Finance Assistant
Department:	Finance Division-Accounts Payable, Clerk of the Circuit Court
Duties:	Do you have office skills you'd like to keep current or refresh? You can do just that while helping the Clerk of the Circuit Court and Comptroller ensure permanent public records are complete and legible. You will perform quality assurance including comparing information on paper documents to indexed fields in the imaging software, and making sure all records are complete and legible. This important work helps ensure that Pinellas County continue to comply with public record laws.
Location:	14 S. Fort Harrison Ave., Clearwater
Map:	gmap 
Additional Information:	This is an ongoing volunteer position. We seek people who can volunteer up to 4 hours daily, Monday through Friday.
Contact:	Anne Lawler 464-8311
Facility Operating Hours:	Monday through Friday, 8 a.m. to 5 p.m.