

## County of Amherst



## **Public Information Officer**

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For Immediate Release

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## **Amherst County Welcomes New Purchasing Technician**

Amherst County Administration would like to welcome Donna Ponton to her new position as Purchasing Technician. After working as the Accounts Payable Clerk in the Amherst County Finance department since 2013, Donna recently transitioned to the Purchasing office following the retirement of Sheila Campbell, the previous technician.

As Purchasing Technician, Donna will provide administrative support to the Purchasing Manager. She will be responsible for the procurement of supplies, materials, and equipment, as well as maintaining inventories and records, and issuing purchase orders for the different County Departments. She looks forward to continuing to serve Amherst County in this new capacity.

