



ISLAND COUNTY JOB POSTING

DATE:	AUGUST 25, 2010
PAA#:	059/10
POSITION#:	1403.01
PAY GRADE#:	C-8

POSITION TITLE:	SECRETARY/ADMIN. ASSISTANT .50FTE	UNION REPRESENTED	
DEPARTMENT:	JUVENILE COURT SERVICES		
SALARY:	ENTRY: \$15.13/HR	6 MONTHS: \$15.98/ HR	BASE: \$16.82/HR
HOURS OF WORK:	VARIED		
CLOSING DATE:	SEPTEMBER 8, 2010		

GENERAL STATEMENT:

SEE JOB DESCRIPTION

DESIRED QUALIFICATIONS:

SEE JOB DESCRIPTION

SPECIAL REQUIREMENTS:

SEE JOB DESCRIPTION

Filing of an Application: A completed original Island County Application form is required. A resume' submitted in lieu of a completed application will not be processed. Applications are available in the Personnel Office, or on-line.

Applicants are responsible for supplying all information relative to their qualifications for the position.

Equal Employment Opportunity - Island County is an Equal Opportunity Employer and does not discriminate on the basis of race, political affiliation, religion, sex, marital status, national origin, age, or the presence of any sensory, mental or physical disability.

NOTE: This announcement is intended as a general descriptive recruitment guide and is subject to change. It does not constitute either an expressed or implied contract.

Department of Human Resources/Personnel
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