

JOB OPENING

Full Time Administrative Assistant Charles Mix County Courthouse

- Must be organized and dependable.
- Experience preferred with knowledge of computer skills, bookkeeping and data entry.

Starting Wage \$13.00/hr with excellent benefits!

Closing date for this position is March 1st, 2019

Contact the Charles Mix County Auditor's Office at 605-487-7131 or go to our website for an application at charlesmix.sdcounties.org

Charles Mix County is an Equal Opportunity Employer