

November 13, 2017

Please run the attached notice in the Lock Haven Express on the following dates:

November 15 & 20, 2017

Please send proof of publication. Thank you.

Send Invoice To: Clinton County Commissioners
Administrative Offices
232 East Main Street – 3rd Floor Garden Bldg.
Lock Haven, PA 17745

JOB OPENING
CLINTON COUNTY GOVERNMENT
232 E MAIN STREET
LOCK HAVEN, PA 17745
PHONE: 570-893-4000

Clinton County District Attorney is accepting applications for a full time Administrative Assistant. Starting Salary: \$25,795.00 (Grade D). Please submit application and resume to District Attorney David Strouse, 217 N. Jay Street, Lock Haven, PA 17745. Applications and job descriptions are available in the Commissioners' Office and online at www.clintoncountypa.com.

Qualified candidates must have High School diploma/GED or higher. Previous experience and/or training; or equivalent combination of education, training, and experience in the legal field is a plus. Position requires a valid Pennsylvania driver's license, satisfactory pre-employment drug screen and background check, and completion of a computer skills test. Deadline for all submissions is November 29, 2017.

Jann Meyers, Chief Clerk