

Rush County Prosecutor's Office: Child Support Division: Part-Time

Position Available

The Prosecutor's Office seeks a receptionist for its IV-D Child Support office. Position is part-time.

Office is open M-F, 8:00 a.m. – 4:00 p.m., hours can be flexible. Experience preferred; 90 day probationary period; background check required.

Qualified candidates should have prior experience in a legal or similar office, good public relations skills, with strong organizational and computer abilities.

Resumes must be emailed to chiefpa@rushcounty.in.gov or delivered to the Prosecutor's Office, 101 E. 2nd Street, Rm 317 by 4:00 pm on November 27, 2017.

EQUAL OPPORTUNITY EMPLOYER