

GRAHAM COUNTY HUMAN RESOURCES

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OPEN COMPETITIVE ANNOUNCEMENT

OPENING DATE: JUNE 29, 2016

CLOSING DATE: JULY 13, 2016

GRAHAM COUNTY LEGAL CLERK II - \$29,666 Entry Salary– Requires a High School Diploma or GED, excellent verbal and written communication skills, including proficiency in Microsoft Word, and two years of clerical experience, preferably including the preparation of legal documents. This position will be placed in the Graham County Clerk of the Court office. For more information or to complete an application contact our web site at www.graham.az.gov or the Board of Supervisors Office, Graham County General Services Building, 921 Thatcher Blvd., Safford, AZ 85546. Completed applications can be submitted online or delivered to the Board of Supervisors Office, no later than 6 p.m. on July 13, 2016.

GRAHAM COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER