



County Administrator
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WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS

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JOB ANNOUNCEMENT MSBU Coordinator

Advertisement Date: **09/28/2018-10/08/2018**

The Washington County Board of County Commissioners is currently accepting applications for The Sunny Hills/Oak Hill Municipal Services Benefit Unit (MSBU) Coordinator. This position will be responsible for the specified functions, as well as implied tasks to complete the work to standards generally acceptable within the field of municipal management. Starting hourly rate of pay is \$16.80. This is a part time position, 20 hours per week.

MINIMUM TRAINING AND EXPERIENCE –Proficient in Microsoft Office Excel and Word, possession of a valid driver's license and have reliable transportation to use for work duties. The MSBU Coordinator shall be a resident and property owner within the Benefit Unit.

Applications may be accessed online at www.washingtonfl.com. Applications and job descriptions may also be obtained at the Washington County Board of County Commissioners' office located at 1331 South Boulevard, Chipley, FL 32428. All interested applicants **MUST** submit an Employment Application to the Human Resources Department in the Washington County Board of County Commissioners' office by **4:00 PM on October 8, 2018**. All questions regarding this position or other vacancies should be directed to the Human Resources Department, 850-415-5151. The selected applicant will be subject to a pre-employment background check. Veteran's Preference is accepted in accordance with FS 295.08.

Equal Opportunity/Drug-Free Workplace