

TUSCARAWAS COUNTY COMMISSIONERS
125 E. High Avenue
New Philadelphia, OH 44663
www.co.tuscarawas.oh.us

NOTICE OF VACANCY

DATE: April 4, 2019

CLASSIFICATION TITLE:
Administrative Assistant - Classified

PAY RANGE: Wage Base Range: \$13.00 -\$17.00 per hour (40 hours per week)

UNIT: Tuscarawas County Office of Community & Economic Development (OCED)
UNDER DIRECT SUPERVISION OF: Tuscarawas County OCED, Director

To apply for this position, use the Employment Application available on-line at
www.co.tuscarawas.oh.us.

Forward the application and supporting documentation to:
Tuscarawas County Commissioner's Office
Attn: Human Resources Manager
125 E. High Avenue
New Philadelphia, OH 44663

Or: E-mail application to: commissioners@co.tuscarawas.oh.us

Or: Fax application to: 330-602-7483

Notice will remain open until the Position is filled.

Attached is a position description describing duties to be performed.

The Tuscarawas County Commissioners do not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in the employment or the provision of services.

ATTACHMENT