

JOB OPENING  
DAVISON COUNTY SHERIFF'S OFFICE  
1015 S Miller Ave.  
Mitchell, SD 57301

CIVIL PROCESS / ACCOUNTS ADMINISTRATOR

The Davison County Sheriff's Office has a job opening in their Civil Process Department. The job consists of but not limited to managing Executions, Levy's, Accounts Receivable/Payable, and Property Foreclosure's. Computer skills are a must.

Base wage starts at \$16.62. Wage negotiable depending on experience.

For more information, call the Davison County Sheriff's Office at 995-8630. Application period ends at 5:00PM August 22<sup>nd</sup> 2018.

Application forms can be found online at the Davison County Website under Job Openings or picked up at the Sheriff's Office.

AN EQUAL OPPORTUNITY EMPLOYER