

Ohio County Health Department
Records Clerk/Data Management
32 Hours Per Week

REQUIREMENTS:

Payroll Experience
Experience with Department Budgets/Annual Budget Reports
Bookkeeping Experience
Grant Writing and Management Experience
IT Website Development Skills
Proficient with Excel

PRIMARY FUNCTION:

Per Job Description

SALARY /WAGE:

Based on Qualifications

POSTING DATE:

January 25, 2021 until filled

APPLY TO:

Submit resume to : ohiohealth@hotmail.com