

Jefferson County
We are hiring.....



If you have a desire to serve your community, we would love to have you join our team. The following opening is currently available:

Solicitor General Office Administrator

Jefferson County offers fantastic employment benefits:

- Competitive salary,
- Medical, dental, vision, and life insurance,
- Matched deferred compensation retirement,
- Vacation and sick pay,

Candidates must be 18 years of age with a valid driver's license. Candidates must also be able to obtain and hold a state license and be computer literate. This Position will be responsible for managing the daily operations of the court under the direction of the Solicitor General.. Unless otherwise stated, vacancies will be open until filled. Final employment offer will be made contingent upon passing a background check and drug screen.

Applications may be obtained from the Jefferson County Board of Commissioners Office and/or online at www.jeffersoncountyga.gov. Please submit applications between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday:

Jefferson County Commissioners Office
Attn: Bonnie Wells, County Clerk
P. O. Box 658, 217 East Broad Street
Louisville, GA 30434

Or by e-mail at:

bwells@jeffersoncountyga.gov

Jefferson County is an equal opportunity employer and service provider.