

## Administrative Coordinator (Probation)

Seeking a responsible person for a full-time position.

Computer skills and attention to detail are necessary along with the ability to interact aptly with the public. Medical, vision, holidays, and retirement plan are part of the package. Submit cover letter, resume and references

The hourly rate is \$17.00 per hour. 35-hour workweek

Submit cover letter, resume and references to the  
Commissioner's Office

County of Indiana  
Attn: Melissa Miller  
825 Philadelphia Street  
Indiana, PA 15701