

Assistant Registrar

The Pulaski County Registrar's Office is accepting applications for Assistant Registrar. This position performs intermediate skilled administrative support work assisting with the registration of voters, preparing, updating and maintaining voter records and files, assisting with the operations of elections, etc. High school diploma or GED required. Associates Degree preferred but not required. At least two years experience in an office environment. Must be a registered voter in the Commonwealth of Virginia. Please visit www.pulaskicounty.org for a full job description and requirements.

Beginning salary is \$30,000. This is a full time position with benefits: health, dental, life, optional vision insurance, supplemental life, state retirement program, optional 457 retirement program, sick and vacation leave, paid holidays, and much more.

Interested individuals may apply at the appropriate Virginia Employment Commission Office or download and submit an application from www.pulaskicounty.org to Tammy Safewright, Human Resources Director, 143 Third Street, NW, Suite 1, Pulaski, VA 24301.

Position open until filled

Equal Opportunity Employer