

Hall County Sheriff's Office:
Part-Time Civil Process Paper-Server Position

The Hall County Sheriff's Office is taking applications for a part-time (20 hours / week) civil process paper-server support staff position with the business office. Job responsibilities will include daily interaction with the public by serving court papers both in the office and off-site. This position will also complete vehicle title inspections. Starting wage is \$16.43 / hour.

Background and security clearance are mandatory. Applicants must be at least 21 years of age, possess a high school diploma or G.E.D. certificate, birth certificate and a valid driver's license with a clean driving record. Effective communication and clerical skills are required.

Print version of the application can be picked up from the Hall County Sheriff's Office located at 111 Public Safety Drive, Grand Island, NE. Completed applications, Release of Information forms and resumes (if available) must be received by the Hall County Sheriff's Office by 5:00 pm on Wednesday, April 10, 2019, in order to be considered.

For any additional questions, please contact Theresa at the Hall County Sheriff's Office at (308) 385-5200 or via email at theresac@hallcountyne.gov.

Hall County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services.