

South Hanover Township
Full-Time Administrative Secretary

Individual must pay close attention to detail, have the ability to prioritize and multi-task, work independently and be able to maintain confidentiality. MAS 90 experience a plus.

Wages in accordance with qualifications and experience. Compensation includes a comprehensive benefits package.

Interested parties may send a cover letter and resume, including salary history and references to Debra Force, Township Manager, South Hanover Township, 161 Patriot Way, Hershey, PA 17033 or by email to dforce@southhanover.org

Resumes will be accepted until March 16, 2018