

EMAIL MEMORANDUM

Date: January 2, 2018

To: WA Association of Counties (WACO) – email to: Tim Grisham @ Tim@countyofficials.org
Washington Finance Officers Association (WFOA) www.wfoa.org (Online submission)
Washington Public Treasurer’s Association (WPTA) – email to: Holly Stewart @ hstewart@mrsc.org
Craigslist – Yakima
Veteran’s Free Site (National Veterans Foundation)
Worksource WA

From: Yakima County Human Resources Department

Contact Person: Sharon Dell **Phone:** (509) 574-2212

Ad Regards: Recruitment

Please send billing accompanied by tear sheet to:

Yakima County Human Resources Department
Attn: Sharon Dell
128 N. 2nd Street, Room 412, Courthouse
Yakima, WA 98901

Run Date: **ONLINE POSTINGS:** **Posted till closed on January 23, 2018**

**PROGRAM SPECIALIST
\$2,898 per month, plus benefits**

Yakima County seeks a professional Program Specialist in the Treasurer’s Office. This position performs professional level accounting activities including all Outside Districts Daily Warrant Issue and Balancing, Accounts Receivable and Payable, and analytical research. Requires a HS Diploma or GED and 3 years of financial training / experience in general accounting / banking services beyond High School. Successful completion of a criminal history background check required. MS Word, Excel and cashiering experience preferred. Interested applicants must apply online at www.yakimacounty.us. The position closes at 11:59 pm on Tuesday, January 23, 2018. For information, contact the Yakima County Human Resources Department at (509) 574-2210 or human.resources@co.yakima.wa.us. **EOE/M/F/Vet/Disability**