

**DOUGLAS COUNTY
JOB OPENING ANNOUNCEMENT**

JOB TITLE: PART-TIME VETERAN'S SERVICE OFFICER
(Less than 20 hours per week)

CONTACT PERSON: Douglas County Auditor
Douglas County Courthouse
706 Braddock Ave.
PO Box 159
Armour, SD 57313
Phone 605-724-2423

SALARY: Depending on Experience

JOB DESCRIPTION: Under the direction of the County Commission, the Veteran's Service Officer is responsible for performing professional administrative and managerial duties to insure informing and securing veteran benefits.

REQUIREMENTS: The qualified applicant must be an Honorable Discharged Veteran that served at a time of conflict. Must have a Highschool Diploma or G.E.D. Must have the ability to demonstrate good communication skills, organizational skills and maintain a professional relationship with the general public. Must have knowledge of Veteran's programs and have an ability to counsel and assist Veterans and their families. Computer skills are desirable. Must also complete associated state training courses. Successful candidate must be a resident of Douglas County.

Applications may be picked up at the Auditor's Office at the Douglas County Courthouse, or by emailing phyllis.barker@state.sd.us

Douglas County is an equal opportunity employer.