

TRUSTEES
Jeffrey S. Markley
Kristina O'Brien
Michael Bates



FISCAL OFFICER
Janice S. Sugarman

**ADMINISTRATIVE ASSISTANT
BAINBRIDGE TOWNSHIP SERVICE DEPARTMENT**

Bainbridge Township Service Department is seeking a full-time administrative assistant for general office duties. Experienced person with good communication skills. Must be organized and possess good working knowledge of Microsoft Office programs. This position reports directly to the service director. Applications are available at www.bainbridgetwp.com under Job Postings. Please send completed application along with resume to Bainbridge Township Fiscal Officer, 17826 Chillicothe Road, Chagrin Falls, OH 44023 by January 20, 2023.

PUBLISH:

January 5, 2023
January 12, 2023

Janice S. Sugarman, Fiscal Officer
Bainbridge Township