

ADAMS COUNTY PUBLIC DEFENDER
SHON T LIESKE

SAM ZELESKI
ASSISTANT

500 N Denver Ave, Ste #3
Hastings, Nebraska 68901

KELSEY HELGET
ASSISTANT

JOHN HEIECK
ASSISTANT

Telephone (402) 463-0555
Fax (402) 463-0599

LISA ADAMS
ASSISTANT

The Adams County Public Defender's Office in Hastings, Nebraska is searching for a full-time (35 hours per week) support staff position to join our team. Duties would include, but not limited to: communicating with clients, filing, coordinating schedules for attorneys, preparing documents and any other tasks assigned. Previous experience in the legal field is not required. Candidates should be able to multitask and work well under pressure. Professional verbal and written communication skills are needed. Spanish speaking abilities preferred, but not required.

Full time employment includes benefits of: Medical/Dental/Vision Health Insurance, Vacation/Sick paid time, Retirement & Long-Term Disability plans.

Interested candidates who meet the qualifications should mail their resume and cover letter to: Adams County Public Defender; 500 N. Denver Ave. Ste.3, Hastings, NE 68901. Adams County is an Equal Opportunity Employer.

Contact:

Shon T. Lieske, Adams County Public Defender

slieske@adamscounty.org

Dawn Theer, Paralegal

dtheer@adamscounty.org