

Adams County Attorney's Office is currently accepting applications for a legal secretary. Responsibilities include assisting attorneys w/ document preparation, answering phones, assisting the public, & case file management. Personable manner, computer experience & good organizational skills required. \$13.39/hour w/ benefits. Submit resume w/ cover letter & references by September 25, 2017, to Donna Fegler Daiss, P.O. Box 71, Hastings, NE 68901.