



JOB ANNOUNCEMENT



The Oklahoma Department of Human Services seeks to fill an ADMINISTRATIVE TECHNICIAN III position in its Oklahoma County Office.

LOCATION: 401 W. Commerce, Oklahoma City, OK 73109.

This is your chance to make a difference in a child's life.

Two years of clerical office experience or an equivalent combination of education and experience required.

Starting Annual Salary

\$25,403.00

Plus Annual Insurance Allowance

\$7,691.76 to \$20,135.52

depending on number of dependents.

Quality training provided for this fast-paced, challenging and rewarding job.

Must pass background check and substance abuse test.

If you are interested in joining the DHS Oklahoma Co. team, apply on-line at www.okdhs.org/careers and complete the on-line application to submit through Human Capital Management.

If required, HCM will direct you to take the state merit test. This announcement closes on 3-05-15 at 11:59pm.

For more information, contact Sherry Lamb at 405-644-7821, weekdays 8-5.

DHS is an Equal Opportunity Employer