

Christian County Health Department

902 W. Springfield Rd. Taylorville, IL 62568 Phone 217-824-4113 • Fax: 217-824-5407 • www.cchdil.org

POSITION ANNOUNCEMENT

PROFESSIONAL SUPPORT

The Christian County Health Department is seeking qualified applicants to fulfill responsibilities as parttime Professional Support. The successful applicant will provide assistance largely serving administrative functions of our agency including answering phones, scheduling clients, data entry, billing insurance, completing deposits; and may provide general support to other agency functions. The position requires at least a high school diploma or GED equivalent, and a valid driver's license. To apply, send an email with a resume' and cover letter to david.remmert@christiancountyhealth.org. EOE.

EQUAL OPPORTUNITY EMPLOYER - The Christian County Department of Public Health does not discriminate in admission to programs or treatment of employment in programs or activities in compliance with the Illinois Human Rights Act: the Age Discrimination Act; the Age Discrimination in Employment Act; and the U.S. and Illinois Constitutions. If you feel you have been discriminated against, you have a right to file a complaint. For information contact Christian County Public Health, 902 W. Springfield Road, Taylorville, IL 62568