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**ADMINISTRATIVE ASSISTANT POLICE DEPARTMENT** – Salary DOQ. AAS deg. in Business Administration or a related field. Must pass a typing test. Admin. Asst. provides administrative support to the PD and contributes to the efficiency of the department. For a full job description contact the HR Dept. – 207 W. 2nd Ave. – Franklin, VA. – 757-562-8508 – Applicant must submit a City Application and a Background Information Form. – 207 W. 2nd Ave. – Franklin, VA **23851 Open till filled.** EOE/H/M/F