

Job Opportunity

December 21, 2018

HR Associate Coordinator

-- Full-time position, M-F 8-5

Reports to: HR Coordinator

General Job Duties Include: With direction from the HR Coordinator, provide office support for employees in Humboldt and assist the HR Coordinator with tasks related to human resources.

Qualifications: Associate degree (A.A.) from a college or university; or one to two years related experiences and/or training; or equivalent combination of education and experience.

Closing Date: Will remain open until filled