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HOT JOB !

VETERANS WANTED

**Administrative Clerk
for Leading U.S. Corrections
Public-Private Partnership**

**IMMEDIATE OPENING
LOCATION - NASHVILLE, TN**

**To Apply login or register at
www.casy.us and click on
the Job seeker tab search for:
Req #175780BR**

POSITION QUALIFICATIONS:

**High School diploma, GED
certification or equivalent
is required.**

**Two years experience in
full-time clerical,
secretarial or
administrative office
work required.**

**Proficiency in Microsoft
Word for Windows, Lotus
1-2-3 or Excel and other
personal computer
applications preferred.**

**Additional qualifying
education at an
accredited college,
business school or
technical institute may be
substituted for up to one
year of experience.**

**Good oral, and written
communication skills.**

A valid driver's license.



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