

Grundy County ETSB

Grundy County ETSB is seeking a FULL-TIME Administrative Assistant for the Grundy 9-1-1 Center.

Salary range \$58k - \$63k based on experience

Complete benefit package available.

Previous office management and accounting experience in a public safety environment preferred.

Send resume and cover letters to **HR@grundy911.org** by May 26, 2026.