

Data Manager/Administrative Assistant needed for a youth-focused program at a local non-profit organization. Must be excellent at Excel and have a passion for youth. Prior experience a plus. For more details, view the job description for our FT Data Manager/Administrative Assistant position opening on AUGUST 9th.

To Apply:

Send your RESUME and COVER LETTER via email to iMAD@hrhn.org. Please indicate in the subject line the title of the Job Opening for which you are applying.

The job will close on Friday, August 23rd.

Applicants will be contacted for preliminary interviews the week of August 26th.