

White Mountain Publishing LLC is now accepting applications for the following position:

FULL TIME Administrative Assistant

Must be energetic & self managed. Will be cross-trained to assist with the classifieds, public notice, business office, customers, filing & circulation department. Applicant should be detail-oriented, thorough, dependable & customer service-driven.

Position requires ability to lift newspapers up to 30 lbs.

This combined position comes with Benefits, PTO & Holiday pay.

All finalists must pass a pre-employment drug test and must have their own reliable transportation. Male or female, E.O.E. Applicants can send their cover letter, resumé & references to:

**Jenna Troutt, Office Manager
White Mountain Publishing LLC**

**Send to P.O. Box 1570, Show Low, AZ 85902,
or by email to accounting@wmicentral.com,
or come in to our Show Low office located at:
3191 S. White Mountain Rd. #3**

