

# **PART-TIME POSITION WORKING FOR A LOCAL ASSOCIATION**

Responsible for completing daily and weekly checklists involving mail, UPS, filling store orders, running errands, inventory counts, putting together binders, moving heavy boxes, and performing other tasks as needed.

**HOURS ARE 11AM-5PM  
28 HOURS A WEEK.**

**PAY IS BASED ON EXPERIENCE.**

**APPLY:  
P.O. BOX 19451  
SPRINGFIELD, IL  
62794-9451**

