

August 29, 2024

Job Opening: FULTON COUNTY STATE'S ATTORNEY'S OFFICE

Position: Administrative Assistant

Pay grade/ Classification: Grade 4, Bargaining unit

Shift: 8 a.m to 4 p.m Monday thru Friday

Location: Fulton County State's Attorney's Office, Fulton County Courthouse,  
Lewistown, Illinois

Wage: 21.03 per hour, 35 hours per week (NOTE- If vacancy is filled by current County Employee years of service will determine pay)

Additional Benefits: Paid Vacation time pending years of service, 1 paid personnel day per year, paid sick time, paid holiday time, health insurance (including dental/ vision) and IMRF pension plan.

Please send resume with three references to Justin Jochums, Fulton County State's Attorney, no later than September 23, 2024. Resumes may be mailed to Fulton County State's Attorney, 100 N. Main St., Room 202, Lewistown, Illinois 61542 or by email to [jjochums@fultonco.org](mailto:jjochums@fultonco.org)

Fulton County is an Equal Opportunity Employer