

JOB OPENING

LAGRANGE COUNTY HEALTH DEPARTMENT

WIC Clerk

LaGrange County is accepting applications for WIC Clerk for the Health Department. The WIC Clerk is responsible for assisting with the application and screening process of WIC applicants, scheduling client appointments, answering the phone, and maintaining records related to clinic activities.

Qualified candidates must have a high school diploma or equivalent. Preferred candidates will demonstrate successful office experience, a good understanding of the WIC program and requirements, and the ability to effectively communicate. Candidates must be self-motivated and be able to work unsupervised.

Position is an hourly paid position with a maximum approved hourly rate of \$18.70 (24 hours per week M-Th). Benefits are not included.

For a full job description and requirement information, email
jlandez@lagrangecounty.in.gov.

[**Click here to easily apply online**](#) or scan the QR code.

LaGrange County is an EOE.

