The Hall County Attorney's Office is seeking a serious candidate for a full-time Legal Assistant position to handle secretarial and receptionist duties in a fast-paced, multi-tasking environment. This role comes with a great benefit package and requires applicants to demonstrate excellent communication, computer, typing, and organizational skills. To be considered, candidates must submit a completed employment application along with professional references. Applications can be completed online at www.hallcountyne.gov or picked up in person at the Hall County Attorney Office, located at 231 South Locust, Grand Island, NE, between 8:30 am and 5:00 pm, Monday through Friday. The position is open until filled, and Hall County operates as an Equal Opportunity Employer that honors Veterans preference.