

**CENTRAL OFFICE IS SEEKING TO FILL AN  
OFFICE STAFF POSITION TO BEGIN TRAINING.  
THIS IS A BACK-UP POSITION TO BE OFFICE SUPPORT WHEN  
THE MAIN STAFF MEMBERS ARE NOT AVAILABLE.**

REQUIREMENTS:

- Minimum of 3 years sobriety
- Active in Alcoholics Anonymous
- Have a Sponsor, Homegroup, Service work
- Have served on a Committee
- Computer literate with Microsoft Office
- Work well with limited supervision; be a self- starter
- Customer service skills
- Good phone mannerism

PLEASE SUBMIT YOUR RESUME TO CENTRAL OFFICE.

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