

Grant Program Assistant (Marion County, WV)

The Monongalia County Solid Waste Authority is hiring a part-time position for a program assistant at the Marion County office in Barrackville, WV. Duties include: basic office skills, internet research, communications between the two facilities, and organizational skills. Must be able to multi-task and be proficient in Microsoft Office Suite. Applicants must have reliable transportation to and from work. Drug Screening required. Pick up an application at the MCSWA, 59 Lockside Rd, Morgantown, WV 26501-2390