



August 30, 2019

NOTICE OF VACANCY

Effective immediately, applications are being taken by the Legislative Services Agency for the position of Proofreader. Applicants should send a resume and cover letter to the Director, Legislative Services Agency, State Capitol, Des Moines, Iowa 50319, online at <https://www.legis.iowa.gov/careers>. The Legislative Services Agency is an equal opportunity employer. Priority consideration will be given to applications received by September 13, 2019.

PUBLICATION SPECIALIST

The nonpartisan position involves digital media publication of legislative bills and amendments and other state government documents. The position requires excellent digital publication, keyboarding, critical thinking, proofreading, spelling, and grammar skills. The ability to concentrate and perform meticulous, repetitive work, and to work well with others under short deadlines is essential. Proofreading experience and knowledge are highly preferred. A college degree is required. Overtime work is mandatory. Starting annual salary is \$33,134. Aptitude exercises and spelling test are required of interviewees. Partisan political activity and legislative issue advocacy are prohibited.

Professional

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For priority consideration, submit cover letter and resume by September 13, 2019, to Director, Legislative Services Agency, State Capitol, Des Moines, Iowa 50319, online at <https://www.legis.iowa.gov/careers>. EOE.

(Posting by LSA on August 30; Register publication, Sunday, September 8, 2019, with Register internet publication, and also publication through DAS)