

## **Collections Assistant**

The Warren County Attorney's Office is seeking a highly-motivated, reliable, individual to perform the full-time duties of Collections Assistant. Desired qualifications include strong written and verbal communication skills, strong math and reconciliation skills, and proficient computer skills (Word, Excel, PowerPoint). Qualified applicants may submit resume by September 27, 2026, to Warren County Attorney; 115 N. Howard St., Ste 200, Indianola 50125 or to Jamie Morawski at [jamiem@warrencountyia.org](mailto:jamiem@warrencountyia.org).

Please see the position descriptions for more information on each position.