

We are looking at filling a full-time in-house Office Assistant position to handle organizational and clerical support tasks.

“Solutions” is a Technology Business Partner with vendors including, IBM, Microsoft, Hewlett Packard, Cisco and others specializing in Local Government, Systems. We are in Spencer Iowa only 20 miles from the Iowa Great Lakes and have customers with locations in every part of the state.

Please visit www.careers.gmdsolutions.com and fill out the Job Application form, attach and send it along with your resume to Solutions HR, 2311 West 18th Street, Spencer, Iowa 51301 or e-mail the documents to us at careers@gmdsolutions.com .