



Memo

RE: WAPA Website Employment Postings

To post an employment opportunity on WAPA's website, please email [Salina James](#). Postings are **free of charge** and will be removed on the next business day following the closing date provided; **we ask that if the closing date for the position is "until filled" that you please notify us as soon as possible once the position has been filled** for prompt removal from the website. Please include the following information when requesting a position posting:

- Job Location
- Job Title
- Summary with Salary
- Closing Date
- Weblink to complete job description/application **OR** short "how to apply" paragraph

Thank you!

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