



**Now Hiring**

Douglas Okanogan Co. Fire District 15

Administrative Secretary – Part-Time up to 32 hours per week

This position reports to the district Fire/EMS Chief and provides professional services that plan, design and implement administrative systems and clerical services as needed.

The district secretary serves as the confidential secretary to the Board of Fire Commissioners and works under the supervision of the Fire Chief.

Salary range of: \$20.50 - \$25.50 D.O.E.

Please apply at the Fire/EMS Admin. office located at 412 W. Indian Ave, Brewster,  
Or go online at [www.docfd15.com](http://www.docfd15.com) for application and full job description.  
509-689-4041

**Job closing date: July 2, 2026**