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**TRAVERSE COUNTY  
MINNESOTA**

**TRAVERSE CARE CENTER  
ADMINISTRATOR**

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**INSTRUCTIONS FOR APPLYING  
FOR THE ADMINISTRATOR POSITION**

1. Review the Position Profile;
2. Fill out the Traverse County Employment Application in its entirety. Type or print clearly and give complete and accurate information. If you do not, you may: a) not meet the position's screening criteria and/or b) be removed from further consideration because of an incomplete application. Sign and date the application.
3. Provide a resume and supporting documentation with your completed application.
4. Deliver, fax, e-mail or mail the application and any supporting documentation to:

Janet Raguse  
Traverse County Coordinator  
Traverse County Courthouse  
P. O. Box 807  
Wheaton, MN 56296  
320-563-0205 (Fax)  
janet.raguse@co.traverse.mn.us

**YOUR COMPLETED APPLICATION MUST BE DELIVERED TO THE TRAVERSE COUNTY COORDINATOR'S OFFICE BY THE CLOSING DATE OF MARCH 8, 2010, AT 4:30 P.M.**

If you have a disability or language difficulty that would prevent you from successfully completing the application form, please contact Janet Raguse, Traverse County Coordinator, at the address listed above or by telephone at (320) 563-4652 so that reasonable effort can be made to accommodate your needs.

Traverse County is an equal opportunity employer.