



**Hopi Telecommunications, Inc.** is accepting applications for the following position vacancy:

**Executive Secretary**

**Location:** HTI Headquarters, Flagstaff, AZ.

Full-time; fringe benefits include health, dental and vision insurance, 401k plan, and paid time off.

**Education and Experience:** An Associate's Degree or equivalent experience plus three to five years of secretarial experience.

**Salary:** Dependent on education experience.

**Application Form:** Can be acquired from the HTI office Keams Canyon, AZ or may be downloaded from the HTI website [www.hopitelecom.net](http://www.hopitelecom.net)

**Mail completed application form to:**

Hopi Telecommunications, Inc.  
6 E. Aspen Ave., Ste 240  
Flagstaff, AZ 86001

**The vacancy is open until filled.**

**This Institution is an equal opportunity provider and employer.**