

We are hiring! DOI is currently looking for an Administrative Specialist II for the Division of Consumer Protection.

The Kentucky Department of Insurance regulates the Commonwealth's insurance market, license agents and other insurance professionals, monitors the financial condition of companies, educates consumers to make wise choices, and ensures Kentuckians are treated fairly in the marketplace.

As an Administrative Specialist II, you would provide professional administrative support to the Division of Consumer Protection's Director, Assistant Director, and all branches within the division. Assists division investigators by reviewing and correcting their end work product. Provides professional administrative support to all division databases.

If you are interested in furthering your career here at DOI, please follow the link below to see the complete job posting. If interested, please apply by 12/3/2023. If you have any questions regarding this opportunity, please contact Cleo Henderson or Stacey Griffith.

<https://kypersonnelcabinet.csod.com/ats/careersite/JobDetails.aspx?id=56374&site=2>