




# Volunteer Opportunities

<b>Position:</b>	<b>Volunteer Security Manual Editor</b>
<b>Department:</b>	<b>Utilities</b>
<b>Duties:</b>	This project involves reformatting a large document concerning preparation for natural disasters and security threats. The volunteers will verify the information in the document by contacting other government agencies. The information contained is of a sensitive nature. Discretion is necessary.
<b>Location:</b>	6730 142 <sup>nd</sup> Ave. N. Largo 33771
<b>Map:</b>	<a href="#">gmap</a> 
<b>Schedule:</b>	Flexible
<b>Additional Information:</b>	Should be familiar with MS Word, Excel and Outlook.
<b>Facility Operating Hours:</b>	Monday through Friday, 8 a.m. – 5 p .m.