Affidavit Required

Run Ad September 18th and 25th

September 9, 2025

CLERK FOR LIVE OAK COUNTY CLERK’S OFFICE

Live Oak County Clerk’s office is accepting applications for the position of a full-time clerk.

Minimum qualification is a high school diploma or equivalent GED. Candidate for employment with the county must pass criminal background check and be bondable. The job description requires good typing, filing, copying, scanning, bookkeeping, and multi-tasking skills. Candidates must be computer literate and have the ability to lift and move 50 pounds. Candidates must also be willing to work extended and late hours during election seasons.

The applicant will need to have initiative, proper telephone etiquette, and the ability to meet and communicate with the public in a pleasant manner. The applicant must accept all responsibilities fully and meet emergencies.

Applications may be obtained and returned to the Live Oak County Clerk’s Office located at 301 Houston Street, Room 105, George West, Texas. Position will remain open until filled. The County of Live Oak is an equal opportunity employer.

Regina Dove, CPA

Live Oak County Auditor

PO Box 699

George West, Texas 78022