

June 14, 2022

CLERK FOR LIVE OAK COUNTY TREASURER'S OFFICE

Live Oak County Treasurer's Office is accepting applications for the position of part-time clerk. Minimum qualification is a high school diploma or equivalent GED. Candidate for employment with county must pass a drug test, physical and criminal background check and credit check to be bondable. Candidate must be proficient with Microsoft Office Suites and Google products, be an initiative-taker with strong organizational skills and ability to prioritize. Emphasis on customer service skills. Preferable to have working knowledge with NetData accounting and finance software, as well as finance experience

Applications are obtained at the Live Oak County Auditor's Office on the third floor of the courthouse. Applications are due in the Auditor's office by 4:00 p.m. on Monday, July 11, 2022. The County of Live Oak is an equal opportunity employer.

Sophia D. Bridge, CPA, CFA
Live Oak County Auditor
P.O. Box 699
George West, TX 78022

Run Ad June 23, & 30