

JOB OPENING

THE BREWSTER COUNTY TAX OFFICE is accepting applications for the position of Vehicle Registration Clerk/Property Tax Deputy.

Applications will be taken from October 2 through October 13, 2023, or until position is filled as quickly as possible.

Applicant must be willing to learn vehicle registration, title processing, be able to balance end of day reports, and be able to pass testing as mandated by the State of Texas. Applicant must also be willing to learn Property Tax Collections.

Applicants must be able to work independently. Be able to interact with public. Have good verbal and written communication. Have working knowledge of computers, 10-key, answer telephone, filing and any other duties as assigned.

Applications can be picked up at the Brewster County Tax Office during regular business hours. NO phone calls please.