

WALLER COUNTY TAX OFFICE

IS NOW ACCEPTING APPLICATIONS FOR TAX CLERK POSITION

QUALIFIATIONS

- High School Diploma or GED
- Ability to run a 10-key calculator by touch
- Ability to handle variety of tasks
- Ability to communicate effectively
- Experience with MS-Word and MS-Excel
- Experience with Office Etiquette
- Good Public Skills
- Works Well with Others
- Ability to handle large amounts of money

Applications are available at the Waller County Tax Office at 730 9th St Hempstead Tx 77445

Applications Accepted until Position Filled

Completed applications can be mailed or dropped off at 730 9th St Hempstead Tx 77445

Applications will not be accepted by fax or email

All applicants will not be interviewed or considered. Waller County is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, age, sex, or disability.