

Trinity County, County Clerk's office has immediate opening for full time deputy clerk. Duties will include (but not limited to) creating new case files, answering phones, records management, researching files, attending court when needed, filing and other various office duties. Must be able to multi-task and be very organized. High school diploma or GED required.

Applications available online at www.co.trinity.tx.us. Employment Opportunities. Please send applications to Trinity County Clerk, P.O. Box 456, Groveton, TX 75845

Closing Date: November 1, 2019