

The Cherokee County Appraisal District is accepting applications for the position of a Tax Collections Clerk as well as Collections Assistant Supervisor. Duties include for the collections department processing tax payments, customer service duties, reconciling of monies collected, processing of refunds, as well as many other duties. Texas property tax system, banking, or any other related field would be a plus. Salary is contingent on experience and qualifications. Must be able to provide good references, able to pass a background check, drug screening, and other testing.

Send Resumes to:

Cherokee County Appraisal District

PO Box 494

Rusk, TX 75785

Or

Info@cherokeecad.net

Attn: Deputy Chief Appraiser