

The Titus County Tax and Registration Office is hiring a full-time Clerk.

Duties include greeting and assisting customers, processing state titles and registrations, answering multiple phone lines, balancing daily work, and providing great customer service. Additional duties may include various office tasks and occasional light to medium lifting.

Applicants should be comfortable using a computer and handling a variety of office tasks in a fast-paced environment.

Resumes or applications may be emailed to mstevens@co.titus.tx.us or delivered to 110 S Madison Ave., Mt. Pleasant, TX