

**COUNTY OF PANOLA
CARTHAGE, TEXAS**

EMPLOYMENT NOTICE

The Panola County Treasurer's office is currently accepting applications for Deputy Treasurer-Payroll Clerk. Applications can be picked up in the County Treasurer's Office, 110 S. Sycamore Street, Panola County Courthouse, Room 312, Carthage, Texas 75633. A high school diploma is required, supplemented by college level course work in Accounting, Finance or Business. Minimum three years of recent experience in financial, accounting, payroll or clerical field. Basic Computer skills required. Applicants must be able to efficiently operate a computer and 10-key calculator, analyze and interpret payroll and other financial data, and must be proficient in Excel and Word. Candidate must be bondable. Applications will be accepted until the position is filled. Panola County is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, sex, age, national origin, or disability.