Limestone County Auditor's Office Assistant Auditor Position

The Limestone County Auditor's Office is now accepting applications with resumes for the position of Assistant Auditor. Applications may be picked up and submitted between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, at the County Auditor's Office, County Courthouse, 200 West State Street, Suite 301, Groesbeck., Texas 76642. Applications are also available on the County Website at https://co.limestone.tx.us Applications with resumes will be received until position is filled.

QUALIFICATIONS:

Minimum of high school education, college education with emphasis in accounting preferred, computer experience utilizing spreadsheets and word processing (Microsoft Excel/Word), experience in accounting/auditing procedures, including payroll, accounts payable, assets/inventory and general ledger.

If applicable, applicants must submit a copy of their college diploma and transcript with their application.

Good personality, dependable and people skills.

Professional appearance. Verifiable references.

Limestone County is an equal opportunity employer.