

JUSTICE COURT CLERK

The Marshall County Board of Supervisors is currently accepting applications for a Justice Court Clerk.

Minimum Requirements: Two (2) years of college, bondable, three (3) years experience in Justice Court or related field. Accounting background preferred. Applicant will be subject to background check as well as pre-employment drug and alcohol screening.

Skills required: Must be able to type, use the calculator, have knowledge of computers, assume responsibility for detailed work, have some bookkeeping knowledge and work well with public. Minimum of three (3) years supervisory experience.

Applications may be picked up beginning Friday, August 10, 2018 at the County Administrator's Office located at 111 S. Market Street, Holly Springs, Mississippi, or you may call (662) 252-7903 to request an application by mail. The deadline for applications is Friday, August 31, 2018 at 5:00 p.m. Office hours are from 8:00 a.m. until 5:00 p.m. Monday through Friday.

MARSHALL COUNTY, MISSISSIPPI IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, SEX, NATIONAL ORIGIN, RELIGION, AGE OR DISABILITY.