



LIBERTY COUNTY
Engineering, Permitting and Inspection Department
624 Fannin Street, Liberty, Texas 77575
Phone: (936) 336-4560

Public Notice of Job Opening

The Liberty County Engineering and Permitting Department has an immediate opening for a Permit Clerk. The current worksite for this position will be 624 Fannin Street in the City of Liberty but it is anticipated that the worksite for this position will transition to the Cleveland area in 2025. Benefits for the position include medical insurance, two weeks of paid vacation, sick leave, and a generous retirement plan. Job performance requirements are as follows:

- The ability to function in a fast-paced office environment.
- Operational familiarity with standard business machines and computers
- The ability to read and write the English language.
- The ability to speak, read and write Spanish.
- The ability to take direction and to follow through.
- The ability to interact with the public in a businesslike manner.

Interested people are asked to secure a Liberty County job application form from the County's web site www.co.liberty.tx.us and submit same to Melinda Soliday or Raquel Lule. Contact information for Mrs. Soliday is as follows:

Melinda Soliday
624 Fannin Street
Liberty, Texas 77575

Melinda.soliday@co.liberty.tx.us
Raquel.lule@co.liberty.tx.us