

CITY OF HONDO JOB OPPORTUNITY

FULL-TIME UTILITY CLERK

The City of Hondo is currently accepting applications for a Full-Time Utility Clerk. Applicants must have a high school diploma or GED and a valid Texas Drivers License, with a good driving record. Computer and clerical skills are preferred; and the ability to type 45 words a minute and be proficient in Microsoft Word, Excel, Power Point and Outlook is desirable.

Applications are available at the City of Hondo Personnel Office, 1600 Avenue M, Hondo, Texas, or by calling 830-426-3378, from 8:00 a.m. to 5:00 p.m., Monday through Friday. This position is open until filled. The City of Hondo is an equal opportunity employer.