

Pierce County Clerk of District Court is currently accepting applications for a full time Deputy Clerk of District Court. This position will work closely with Judges, attorneys, and other court staff. This position is responsible for clerical and financial functions.

The individual selected must possess good office, computer, and customer service skills on both the phone and in person. Confidentiality is critical with this job. Legal knowledge is beneficial but not required.

Successful completion of training in JUSTICE (the statewide court computer system), and Passport training through the US Department of State, will be required on the job.

Employment applications are available at the Pierce County Clerk of District Court office in the Courthouse and on the website [www.co.pierce.ne.us](http://www.co.pierce.ne.us).

Employment applications, along with a resume, will be accepted through March 29, 2019, and should be mailed or dropped off at:

VICKIE PRINCE  
CLERK OF DISTRICT COURT  
111 W. COURT STREET, ROOM 12  
PIERCE, NE 68767

Pierce County is an equal opportunity employer.