

PUBLIC NOTICE – EMPLOYMENT OPPORTUNITY
Deputy Town Clerk Position – Town of Texas, Marathon County

The Town of Texas is accepting applications for the position of Deputy Town Clerk. This position provides administrative and clerical support to the Town Clerk's Office, including maintaining official records, assisting with elections, preparing meeting materials and minutes, processing licenses and permits, and providing customer service to residents.

The successful candidate will be detail-oriented, organized, and able to work with confidential information. Strong communication and computer skills are required. Municipal or clerical experience is preferred.

This position plays a key role in supporting Town operations and ensuring compliance with Wisconsin State Statutes, including election laws and public records requirements.

Application Deadline: Friday, May 8, 2026, by 5:00 p.m.

Interested candidates should submit a cover letter, resume, and references to:

Town Chairman – Delmar Winter
157012 Calico Lane, Wausau WI 54403 – or Email: Luckyff64@aol.com

Phone: 715-470-3243