

Charlotte County Tax Collector

Vickie L. Potts

TaxCollector.CharlotteCountyFL.gov



APPLICANT INFORMATION

APPLICATION

An Application of Employment must be completed. If a resume is available, please attach it to the completed application. This application pertains to openings in the Tax Collector's office only. If you wish to apply for a position with the Board of County Commissioners or another Constitutional office you must complete an application at those offices.

QUALIFICATIONS

All active applications are reviewed when a position becomes available. If you are to receive further consideration at that time, you will be contacted by telephone or email. If you are not contacted, your application will remain in our active file. All applications are kept active for six months from the date of application. At the end of the six-month period, you would need to fill out another application to be placed in our active file.

INTERVIEW

Interviews are granted on the basis of qualifications, depending on the position that is available.

SELECTION

At each step in the process a candidate's qualifications are carefully reviewed for further consideration. **If you are selected for the position** you will be notified by telephone and given an exact date and time to report to work. **If you are interviewed and not selected**, you will be informed that the position has been filled by the preferred method of communications you marked on your application; phone, email, or mail. Your application will remain in the active file.

Thank you for your interest in the Tax Collector's Office. If you have any questions, please call 941-833-5490.

NOTE: Please retain this letter for your records.

CHARLOTTE COUNTY TAX COLLECTOR

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