



**CHUCK PERDUE**  
TAX COLLECTOR  
BAY COUNTY, FLORIDA

# Join Our Team

## SERVICE CENTER MANAGER

### Are you the ideal candidate?

We're on the hunt for a dynamic, proven communicator to join our team as a Service Center Manager. Ideal candidates should have outstanding interpersonal relationship building, employee coaching and team development skills. Experience in a team-oriented workplace is preferred with knowledge of business operations, supervision and management in a government services industry (Tax Collector, Motor Services/Licensing Industry experience a plus). Proven problem solving and team building skills are essential.



### Requirements

- At least 21 years of age with a valid driver license
- Ability to quickly gain knowledge of the functions, operations and mission of the Tax Collector's Office
- Proficient written and spoken communication skills
- Demonstrated ability to lead and develop a department and assigned team members
- Demonstrated ability to serve as a knowledgeable resource to the organization's senior leadership team
- Excellent computer skills in the Microsoft Windows environment. Must include knowledge of Excel, Outlook and Word.
- General knowledge of employment laws
- Evidence of the ability to practice a high level of confidentiality
- Excellent organizational and project management skills

### Apply!

Interested applicants should visit our website <https://www.baytaxcollector.com/joinourteam/> and submit an application to: **Rebekah Taylor, [rjtaylor@baytaxcollector.com](mailto:rjtaylor@baytaxcollector.com)**  
**Questions can be directed to Ms. Taylor at (850) 248-8501 ext. 8557.**

**We are an EOE and drug free workplace.**