

NUESTRA CLINICA DEL VALLE, INC

ADMINISTRATIVE OFFICES
P.O. BOX 1689 PHARR, TEXAS 78577
956-787-8915

EMPLOYMENT OPPORTUNITY – 2/14/2025

JOB TITLE: OFFICE CLERKS (Social Services Department)
WORKSITE: SAN JUAN CLINIC AND MISSION CLINIC or as assigned
DEADLINE: UNTIL FILLED

MINIMUM REQUIREMENTS/QUALIFICATIONS:

High school graduate or GED.
College hours in social services or related field preferred.
Knowledge of local resources.
Good organizational skills.
Computer literate.
Bilingual (English/Spanish) communication skills.

NCDV is an Equal Opportunity Employer and Provider

1518 E. Santa Rosa Edcouch, TX 78538 956-262-1363	1500 First Street Mercedes, TX 78570 956-565-3191	611 N. Bryan Rd. Mission, TX 78572 956-580-3303	105 S. 10 th Street Donna, TX 78537 956-464-5809	801 W. 1st Street San Juan, TX 78589 956-787-0787	806 W. 3 rd Street San Juan, TX 78589 956-782-2131
201 S. Los Ebanos Alton, TX 78574 956-519-1800	300 N. 86 th St. San Carlos, TX 78539 956-287-8850	600 N. Garza, Suite A RGC. TX 78582 956-487-0846	2891 E. Grant Street Roma, TX. 78584 956-849-2100	2900 Raul Longoria San Juan, TX 78589 956-781-6077	