City of Denton Jobs — Development Services Application Clerk — Denton, TX, USA

Hiring organization
City of Denton

Employment Type

Industry
Local Government

Job Location
Denton, TX, United States

Date posted
November 18, 2026

Valid through
2026-11-24

Description

Researching City of Denton Jobs for Denton, TX, USA is a good starting point for understanding the work of a Development Services Application Clerk in city development and building services. This kind of role combines screening application document packages with tracking department review responses and updating permit status records for applicants. Attention to development permits, document review, and case tracking helps keep information useful across teams.

Responsibilities

- Screening application document packages.
- Tracking department review responses.
- Updating permit status records for applicants.

Qualifications

- Working familiarity with development permits and document review.
- Comfortable with screening application document packages and checking details before handover.
- Good at checking instructions, escalating concerns, and meeting routine deadlines.

Experience

Experience organizing information connected to city development and building services is particularly transferable.

Skills

development permits, document review, case tracking, Development Services Application Clerk

Career Information

Explore City of Denton career and organization information to find current openings and application instructions.