

**Antrim County Probate & Family Court** is accepting applications for a Deputy Register. Basic duties include general clerical work, screening telephone calls and visitors, processing cases, updating and maintaining the Probate Court website, processing receipts and deposits, and assisting in other areas as directed by the Chief Judge and Court Administrator. Applicants must have a high school diploma or equivalent and at least 2 – 4 years general office experience, preferably in a Probate Court or closely related setting. Beginning wage is \$16.29 per hour for 37.5 hours per week, from 8:30 am to 4:30 pm, Monday – Friday, and includes a benefits package. This position falls under a union contract. A detailed job description and/or application is posted on-line at [www.antrimcounty.org](http://www.antrimcounty.org). Submit a letter of interest, resume and completed application no later than February 15, 2019 to the Court Administrator at [hefferanw@antrimcounty.org](mailto:hefferanw@antrimcounty.org) or PO Box 130, Bellaire, MI 49615. Antrim County is an Equal Opportunity Employer.