

**Antrim County** is now accepting applications for a permanent part-time Clerk II position in the Register of Deeds Office. This position requires the applicant to perform a variety of duties including serving the public, general clerical and computer skills. Applicant must be neat in appearance, dependable, and enjoy working with the public. Applicant must have a high school diploma or GED equivalent. Applicant must have an understanding of real estate documents, general knowledge of property descriptions, must accurately record and index documents in designated land records, along with assist the public at the counter and provide telephone assistance to callers. Starting wage for this position is \$13.69 per hour, with no benefits. The position requires 29 hours per week. Applications may be obtained through the Register of Deeds Office, the Administration Office, Room 204, Antrim County Building, Bellaire, MI or by visiting the County website at [www.antrimcounty.org](http://www.antrimcounty.org). Applications must be returned to the Register of Deeds Office and will be accepted until the position is filled. Antrim County is an equal opportunity employer.

