

## TEMPORARY CLERICAL

The Charter Township of Redford Employees' Civil Service Commission is accepting applications for the position of **TEMPORARY CLERICAL**. Employees in this class perform clerical duties pertinent to the office or department, where typing is an incidental skill, and perform related work. This position is for the Water and Sewer Department as a cashier.

**SALARY:** Starting wage, \$14.00 per hour.

**Among the Requirements:** Proficient in the use of the Township's current software and a high school diploma or G.E.D.. Possess at least 1 year of retail work experience in the last 5 years

Only completed applications **along with a copy** of your high school diploma or G.E.D. will be considered. Resumes will **NOT** be accepted. Apply in person from 9:00 AM to 4:00 PM or you may download our application from our website at <http://redfordtwp.com/services/employment-opportunities>

Return completed applications to:

REDFORD TOWNSHIP PERSONNEL OFFICE  
15145 BEECH DALY RD.  
REDFORD, MICHIGAN 48239  
(313) 387-2760

Or via email to [personnel@redfordtwp.com](mailto:personnel@redfordtwp.com)

CLOSING DATE FOR FILING: Open until filled

**The Charter Township of Redford is an Equal Employment Opportunity  
Employer**