



Position Opening

Zoom Operator and Clerical Position

- Duties to include but not limited to Zoom operator on site for Various Township Boards.
- Recording Secretary coordinating with Boards & Commissions to fulfill specific meeting requirements.
- Administrative clerical duties as assigned by the Clerk's office.

Download Employment Application: <https://Yatestownship.com>

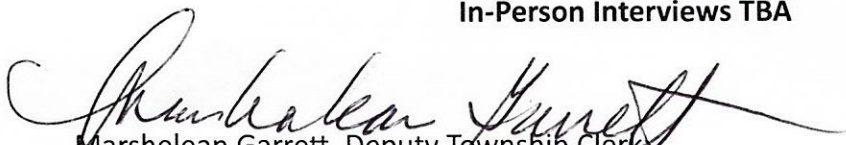
Pick up Application: Yates Township Hall, 6437 S. Nelson R., Idlewild, MI 49642

Submit Application to: Marshelean Garrett, Yates Township Deputy Clerk

In person, U.S. Postal Mail, or Email to DepClerk@YatesTownship.com

Due Date: Monday, July 20, 2026 by 12:00 pm

In-Person Interviews TBA



Marshelean Garrett, Deputy Township Clerk