

## **JOB ANNOUNCEMENT**

Birch Run Township is announcing a job opportunity for a Full-Time Office Administrative Assistant. The Township is seeking a skilled and qualified individual to perform a wide range of clerical and office tasks in support of the general office and water department. Depending on experience and qualifications, the starting wage is \$20.00 - \$25.00 per hour.

For more information and/or a full job description of this position, please feel free to contact the Birch Run Township Office or access the website. Interested applicants, please provide resume's by 4:00 p.m. on April 3<sup>rd</sup>, 2025, to the Birch Run Township Offices, located at 8425 Main St., Birch Run, MI 48415. Office hours are 9:00 a.m. to 12:00 and 12:30 to 5:00 p.m. Monday thru Friday.

Riley Kiessling, Clerk  
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