

STATE OF MICHIGAN



27<sup>TH</sup> DISTRICT COURT

2015 Biddle Ave, Wyandotte, MI 48192  
Phone: (734) 324-4475 Fax: (734) 324-4472

Randy L. Kalmbach  
District Judge

Stacie Nevalo  
Court Administrator

## Job Posting

- Position:** PART-TIME Court Clerk/Probation Clerk
- Pay Rate:** \$9.00 per Hour
- Work Hours:** Tuesday – Thursday from 8:15am-4:15pm (24 hours total)
- Qualifications:** Applicants must possess a High School diploma.  
Excellent communication and computer skills are required.  
Prior Court experience and knowledge of the Judicial Information System (JIS) is desired.
- To Apply:** \*MAIL resume and cover letter to the following address:  
27<sup>th</sup> District Court  
Attn: Lora Kowatch  
2015 Biddle Avenue  
Wyandotte, MI 48192  
\*EMAIL resume and cover letter to [lkowatch@wyan.org](mailto:lkowatch@wyan.org)  
\*FAX resume and cover letter to 734/324-4459

**Deadline to apply:** Resumes must be received by March 21, 2014