

LandUse/Zoning/Construction Secretary:

Mansfield Township, Burlington County is seeking a responsible, detail oriented individual capable of multi-tasking, with the ability to demonstrate sound judgement and communicate professionally with the public. This is a full time position with full benefits. Duties include attending evening land use board meetings, completing minutes, processing zoning permits, and scheduling inspections under the supervision of the Land Use Coordinator/Zoning Officer, Construction Official and Township Administrator. Salary commensurate with experience. Experience with LUCARS, and Road Runner Systems a plus.

NJ residency required. Mansfield Township is an Equal Opportunity Employer.

Submit cover letter and resume by March 16th, 2020 to Administrator Michael Fitzpatrick:

administrator@mansfieldtwp.com