

**MANSFIELD TOWNSHIP  
BURLINGTON COUNTY**

**RESOLUTION 2022-4-4**

**RESOLUTION OF THE TOWNSHIP COMMITTEE APPOINTING CANDIS  
MELIN AS A FULL-TIME ADMINISTRATIVE ASSISTANT TO THE MUNICIPAL  
CLERK FOR THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON,  
STATE OF NEW JERSEY**

**WHEREAS**, there is a vacancy for a full-time Administrative Assistant to the Municipal Clerk position within the Clerk's Office of The Township of Mansfield; and

**WHEREAS**, applications were received and interviews conducted for said position by the Township Clerk, Township Administrator and the Township Human Resource Manager. It was unanimously agreed that Candis Melin best met the requirements needed to perform the duties of said position.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield at their Regular Meeting held on April 6, 2022 hereby appoints Candis Melin as a full-time Administrative Assistant to the Municipal Clerk, with a salary of \$47,000.00 and a 35 hour work week, effective April 11, 2022 with all benefits associated with said full time position.

**MOTION: SISZ SECOND: OCELLO**

**ROLL CALL VOTE**

**AYES: SISZ, OCELLO, TALLON, GOLEND, MOJENA**

**NAYS: NONE ABSENT: NONE ABSTAIN: NONE**

**CERTIFICATION**

**I, LINDA SEMUS, RMC, CMR, Municipal Clerk of Mansfield, County of Burlington, State of New Jersey, do hereby certify the foregoing to be a true and accurate copy of the resolution adopted by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, at their Regular Meeting held on April 6, 2022 at 7:00 PM.**

\_\_\_\_\_  
**LINDA SEMUS, RMC, CMR  
Municipal Clerk**