

TAX COLLECTOR – MANSFIELD TOWNSHIP, BURLINGTON COUNTY

Mansfield Township, Burlington County, is seeking a Certified Tax Collector.

Qualified candidate must have a minimum of 3 years' experience, and be able to perform all the Statutory Duties of Tax Collector including Billing, Reporting, Enforcement and Collection. Applicant must be organized, detail oriented, accurate and able to communicate well with the public.

Mansfield Township has 4,188 Line Items, and also collects Special Assessment payments.

Familiarity with Edmunds Software is a plus. Candidate must be proficient in Excel, Word and Outlook. Candidate must be a NJ Certified Tax Collector.

Position is Permanent Full Time, but will consider applications for Permanent Part-Time (schedule flexible). Salary commensurate with experience. Interested and qualified candidates are required to send a cover letter and resume to Michael Fitzpatrick, Township Administrator, administrator@mansfieldtp.com by no later than March 11, 2020 at Noon.