

DATE: September 8, 2016

TO: Municipal Supervisors and Staff

FROM: Kathryn Monzo, Business Administrator

CC: Mayor and Township Council
Local 108
AFSCME
FMBA
PBA
SOA

RE: **POSITION OPENING ANNOUNCEMENT**

The Township is accepting applications for the following position:

Code Enforcement Officer Trainee –Part/Time - Department of Community Development

Hourly Rate: \$10 - \$15

Work Week: Monday – Friday

Work Hours: 8:30 AM – 4:00 PM (Maximum 28 hrs. a week) As Assigned

Under close supervision in a trainee program, performs productive work while receiving formal and/or on-the-job training in seeing that residents, business establishments, and citizens comply with various ordinances (other than the State Sanitary Code, State Uniform Construction Code, or any of its subcodes, State Uniform Fire Code or any other code for which a license, registration, or certification is required by state law); does related work as required.

Requirements

One (1) year of experience in conducting inspections or investigations to detect violations of and ensure compliance with laws, rules, and regulations preferred.

A valid driver's license in the state of New Jersey will be required.

Interested parties are invited to fill out an employment application and submit it to the Business Administrator's office, Township of North Brunswick, Second floor, Municipal Complex., 710 Hermann Road, North Brunswick, NJ 08902. A copy of the employment application is available on the Township website at www.northbrunswicknj.gov. **DEADLINE FOR APPLICATIONS WILL BE THURSDAY, SEPTEMBER 22, 2016.**