

BOROUGH CLERK – WALLINGTON BOROUGH, BERGEN COUNTY, New Jersey

WALLINGTON BOROUGH, BERGEN COUNTY, New Jersey is seeking an individual for the position of Borough Clerk. Wallington is a Borough Form of government with 6 election districts. Registered Municipal Clerk (RMC) certification or willingness to obtain certification is required, with a minimum of five (5) years of government experience preferred. Salary and compensation to be commensurate with experience and qualifications. Qualified candidates must be self-motivated with excellent communication, organizational and computer skills, as well as the ability to establish and maintain effective, respectful working relationships with employees, officials and the public. Responsibilities of the Borough Clerk include, but are not limited to, the statutory duties pursuant to NJSA 40A:9-133, et seq. and the performance of such other duties as may be assigned from time to time by the Borough Administrator and governing body. Resume, references, and salary with full compensation requirements must be sent via e-mail to the Hector Olmo Borough Administrator at holmo@wallingtonnj.org by Friday, October 29, 2021 at 3:30PM.