

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY**

RESOLUTION 2011-12-5

**A RESOLUTION APPOINTING A PART-TIME ADMINISTRATIVE
ASSISTANT FOR THE MUNICIPAL CLERK'S OFFICE**

WHEREAS, the Mansfield Township Municipal Clerk's Office is in need of part-time Administrative Assistant employee at this point in time; and

WHEREAS, an application for said position was received from **ANNE SHIVERS**; and

WHEREAS, **ANNE SHIVERS** was interviewed and found to meet the qualifications that best meets the needs of the department.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 14, 2011 at the Municipal Complex at 7:30 PM that **ANNE SHIVERS** is hereby appointed as a part time Administrative Assistant employee at the rate of \$14.42 per hour, effective November 21, 2011, with no benefits and holidays, and not to exceed 20 hours per week.

MOTION: CLARK

SECOND: GABLE

ROLL CALL VOTE:

AYES: CLARK, GABLE, DIGIUSEPPE, HIGGINS, PUGLIA

NAYS: NONE

ABSTAIN: NONE

ABSENT: NONE

CERTIFICATION

I, LINDA SEMUS, RMC, Municipal Clerk of the Township 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 December 14, 2011 at the Mansfield Township Municipal Complex, at 7:30 PM.

LINDA SEMUS, RMC
Municipal Clerk