

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY**

RESOLUTION 2014-5-8

**A RESOLUTION APPOINTING A PART-TIME MANSFIELD TOWNSHIP
ADMINISTRATIVE ASSISTANT TO THE CONSTRUCTION CODE OFFICIAL**

WHEREAS, the Mansfield Township Construction Office is in need of a part-time Administrative Assistant to the Construction Code Official at this time; and

WHEREAS, said part-time position is not to exceed twenty-one (21) hours per week unless for necessary coverage due to the absence of the full-time Technical Assistant; and

WHEREAS, the compensation for the position is Twelve (\$12.00) Dollars an hour; and

WHEREAS, an application for said position was received from **Ashley E. Jolly**; and

WHEREAS, **Ashley E. Jolly** was interviewed, and was found to meet the qualifications that best meet 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 May 14, 2014 at the Municipal Complex at 7:30 PM that **Ashley E. Jolly** is hereby appointed as a part time Administrative Assistant to the Construction Code Official at the rate of \$12.00 per hour, effective May 15, 2014, not to exceed twenty-one (21) hours per week unless for necessary coverage due to the absence of the full-time Technical Assistant. Said position is without health benefits, vacation, sick or holidays.

MOTION: **SECOND:**

ROLL CALL VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

HIGGINS

CERTIFICATION

I, LINDA SEMUS, RMC, 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 May 14, 2014 at the Mansfield Township Municipal Complex, at 7:30 PM.

LINDA SEMUS, RMC, Municipal Clerk