

Municipal Court Career Opportunity

MUNICIPALITY: Lindenwold
VICINAGE: Camden
POSITION TITLE: Deputy Municipal Court Administrator
POSTING DATE: 10/14/2021
DEADLINE DATE: 10/29/2021
SALARY: \$40,000-\$45,000

POSITION DESCRIPTION AND REQUIREMENTS

The Borough of Lindenwold Municipal Court is seeking a full-time qualified individual to serve as Deputy Court Administrator. Applicants should have experience in all aspects of court administration including, but not limited to assisting the court administrator, supervision of court staff, understanding of case flow management and working knowledge of the ATS/ACS systems, MACS and Page Center applications.

Candidates must have excellent customer service skills, attention to detail, organization and self-motivation skills are required. Unaccredited applicants shall obtain conditional accreditation within 6 months of the hire date and become fully accredited within three years of the hire date as set forth in the New Jersey Court Rules.

Please send cover letter and resume by October 29, 2021, to:

Cindy Gunter
Municipal Division
6 Executive Campus, Suite 300
Cherry Hill, NJ 08002
Cindy.Gunter@NJCourts.gov

Borough of Lindenwold is an Equal Opportunity Employer.

**** NOTE:** The above local job posting was submitted to the vicinage by the local municipality and is **not** a State job posting.