

Municipal Court Career Opportunity

MUNICIPALITY: TOWNSHIP OF EGG HARBOR
VICINAGE: ATLANTIC/CAPE MAY
POSITION TITLE: DEPUTY MUNICIPAL COURT ADMINISTRATOR
POSTING DATE: NOVEMBER 1, 2016
DEADLINE DATE: NOVEMBER 11, 2016
SALARY RANGE: COMMENSURATE WITH EXPERIENCE

POSITION DESCRIPTION AND REQUIREMENTS

The Egg Harbor Township Municipal Court is seeking a full-time qualified individual for the position of Deputy Municipal 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, and successful operation of the ATS, ACS, MACS and Page Center applications.

The qualified applicant must be a Certified Municipal Court Administrator or have at least successfully completed Level 3 of POMCA.

Candidate must have excellent customer service skills, attention to details, organization and self-motivation skills are required.

Please send resume with salary requirements by November 11, 2016, to:

Therese B. Collins, CMCA
Egg Harbor Township Municipal Court
3515 Bargaintown Road
Egg Harbor Township, NJ 08234

THE TOWNSHIP OF EGG HARBOR 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.