

FULL TIME LAND USE ADMINISTRATOR – The Borough of Roseland, 140 Eagle Rock Avenue, Roseland, Essex County, NJ, is seeking a Full-Time Land Use Administrator -Monday through Friday 8:30 am to 4:30 pm to manage land administration and maintain land records. Position will be responsible for administering and conducting special studies for the Planning Board and Board of Adjustments. Performs in the capacity of Administrative Secretary to the Planning Board and Board of Adjustment for the function enumerated in the Borough of Roseland Local Ordinances Additional duties include advising the planning board and other borough officials on ordinance revision. Zoning Official Certification required; Land Use Administrator Certificate preferred, or willingness to obtain. Candidate must possess good communication and organizational skills as well as computer experience. Valid NJ driver's license required. Salary Range-29,000.00-40,000.00. Salary will be commensurate with experience. Interested candidates should send a resume along with any certifications to Maureen Chumacas, Borough Administrator, 140 Eagle Rock Avenue, Roseland, N.J. 07068 or by email to mchumacas@roselandnj.org before the close of business June 30, 2017.