Memorandum

To: All City Departments, Linden Board of Health and Linden Public Library

From: Jessica Sheehy, Personnel Officer

Date: August 18th, 2021

RE: Job Posting

Please be advised that there is 1 Full time position of **Assistant Engineer**, in the Engineering Department the salary rate of \$54,000 - 69,563.00 (job description and requirements attached). This position is 35 hours per week. Please post this in an area available to all employees. At this time, these positions will also be publicly advertised and open to all City of Linden residents.

Anyone interested in the above-mentioned vacancy, must submit an employment application which can be obtained on line at:

https://linden-nj.gov/wp-content/uploads/2020/03/Employment-Application-Linden.pdf

Due to the current COVID-19 pandemic all applications must be completed and returned via email to jobapp@linden-nj.org, no later than 4:30 p.m. Friday, September 3rd,2021. In addition to electronic submission, applications can be mailed to the City Clerk's Office 301 N. Wood Ave., Linden, NJ 07036. Applications that are mailed must be post marked by the closing date of the job announcement or they will be returned to applicant. Please be advised that all employment applications must be completed at the time of submission. Please include copies of resumes, proof of qualifications or any additional documents you wish to submit with your application.

C: Mayor Derek Armstead

Council President Yamakaitis

MEMBERS OF COUNCIL

Affirmative Action Officer

Bulletin Board

JS/nmr