

RESOLUTION NO. 2022-110

**RESOLUTION OF THE TOWNSHIP OF LITTLE
EGG HARBOR, COUNTY OF OCEAN, STATE OF
NEW JERSEY, AUTHORIZING THE TOWNSHIP
ADMINISTRATOR TO ADVERTISE AND HIRE A
PART-TIME CLERK 1 FOR THE
CONSTRUCTION/ZONING DEPARTMENT**

WHEREAS, the Township is in need of hiring a part-time Clerk 1 for the Construction/Zoning Department; and

WHEREAS, the governing body desires to authorize the Township Administrator to advertise and hire a part-time Clerk 1 for the Construction/Zoning Department for record keeping in connection with Ordinance 2022-02; and

WHEREAS, the salary for the part-time Clerk 1 position for the Construction/Zoning Department shall be \$14.00 an hour and in accordance with the Township Salary Ordinance.

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Township of Little Egg Harbor, County of Ocean, State of New Jersey as follows:

1. That the Township Administrator is hereby authorized to advertise and hire the positions of a part-time Clerk 1 for the Construction/Zoning Department, in accordance with the Township Salary Ordinance.
2. That the authority granted to the Township Administrator, in Paragraphs 1 and 2 above, to fill and appoint to any of the delineated positions is contingent upon:
 - a) obtaining consent from the applicant/potential employee to conduct a comprehensive background check, to be completed by the Human Resource Department.
 - b) the background check of the applicant/potential employee is considered satisfactory to the Human Resource Department.
3. That no person shall be hired or appointed to any position in the Township unless a background check is conducted and considered satisfactory by the Human Resource Department along with a written report memorializing the findings and provided to the Township Administrator and the governing body.
4. That a certified copy of this resolution shall be forwarded by the Municipal Clerk to the Township Administrator.

CERTIFICATION

I, **KELLY LETTERA**, do hereby certify that the foregoing is a true copy of a resolution adopted by the Governing Body of the Township of Little Egg Harbor at a meeting held on the **14th** day of **April, 2022**.



KELLY LETTERA, RMC
Township Clerk
Township of Little Egg Harbor