



6808 Park Avenue
Guttenberg, NJ 07047

Part-Time Senior Citizen Affairs

The Town of Guttenberg is seeking individual/individuals for the position of Part-Time Senior Citizen affairs Clerk.

Under the supervision of the Senior Citizen / Recreation Director and the direction and supervision of the Mayor and Board Council the individual or individuals selected for this position shall be expected to:

- Assist in planning and coordinating activities for Senior Citizens
- Assist in daily coordination of Senior Citizen bus trips and schedule appointments
- Assist at Senior Citizen events on the floor, man and coordinate daily activities at the Community Center located on 69th Street and Hudson Ave.

Individuals interested in being considered for this position should submit an application to the Town Administrator, Michael Caliguiro via email to townadministrator@myguttenberg.com no later than October 14, 2016 at 3:00 P.M.

Salary for this position set by Town's ordinance.