

# **Please Post**

12 March, 2018

## **NOTICE OF VACANCY**

TITLE: Planning Aide

JOB STATUS: Temporary / Seasonal

LOCATION: One Spring Street, Newton, NJ 07860

DEPARTMENT/DIVISION: Department of Engineering and Planning  
Office of Planning

STARTING SALARY: \$14.042 hour

CLOSING DATE FOR APPLICATIONS: March 19, 2018

TENTATIVE START DATE: To be determined

### **REQUIREMENTS:**

#### **LICENSE:**

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

#### **JOB DUTIES:**

Under direction, performs routine and noncomplex field and office planning work involved in preparing and making surveys, and collecting and compiling data; assists in transposing statistical data into visual form; does related work as required.

### ***RETURN COMPLETED APPLICATIONS (or RESUME) TO***

(Standard County Application Form is located at the following address or [www.sussex.nj.us](http://www.sussex.nj.us)):

COUNTY OF SUSSEX  
Sussex County Administrative Center  
Office of Employee Services  
One Spring Street, Newton NJ 07860