# Selectmen's Office

Essex Town Hall
29 West Avenue, Essex, CT 06426
Telephone: 860-767-4340 Fax 860-767-8509


## POSITION OPEN

## ZONING COMMISSION BOARD CLERK

The Town of Essex is presently accepting applications for a part-time position of clerk for the Zoning Commission Board at their regularly scheduled meetings on the fourth Monday of each month at 7:00 pm. The position requires attendance at regularly scheduled meetings as well as special meetings when scheduled. Familiarity with Freedom of Information guidelines with regard to meeting minutes and prior experience as a recording secretary is preferred. Salary for this position is expected to start at $19.24 per hour.

Applications may be obtained in the Selectmen's Office Monday through Friday from 9:00 am to 4:00 pm or on the Town of Essex website www.essexct.gov under Employment Opportunities. Applications must be completed and submitted by Friday, December 12, 2014 at 3:00 pm and should be sent to: **Selectmen's Office, Essex Town Hall, 29 West Avenue, Essex, CT 06426.**

**THE TOWN OF ESSEX IS AN EQUAL OPPORTUNITY EMPLOYER**

Norman M. Needleman, First Selectman
Stacia R. Libby, Selectman
Bruce M. Glowac, Selectman

December 3, 2014