

CITY OF PLAINFIELD



Division of Personnel
515 Watchung Avenue
Plainfield, NJ 07060

**PLEASE POST
JOB OPPORTUNITY BULLETIN
Bulletin No. 2.3/14**

**Closing Date for Applications: 2/7/14
City of Plainfield Residency Required**

**ADMINISTRATION AND FINANCE
MUNICIPAL COURT**

**CLERK 1
FULL-TIME
35 HOURS PER WEEK
Salary Range: \$28,542 - \$38,246**

REQUIREMENTS

EDUCATION/EXPERIENCE: High School diploma; One (1) year of office/clerical experience. Municipal Court experience preferred; Bilingual in Spanish and English also preferred.

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.

The City of Plainfield is an Equal Opportunity Employer