

Help Wanted

PLAINFIELD TOWNSHIP ROAD DEPARTMENT PART-TIME SEASONAL EMPLOYEE WINTER SEASON OF 2022/2023

Plainfield Township, Northampton County, is currently accepting applications for temporary Seasonal Employees to join the Road Department for the 2022-2023 winter season only. The duties of this hourly position consist of snow plowing and snow removal, as well as other labor tasks associated with Road Department operations. This position will run from approximately November, 2022 to April, 2023. Applicants are required to be available on an on-call basis for snow storms and other weather and non-weather related emergencies. Snow Plow experience is preferred. Possession of a PA-issued driver's license in good standing is a mandatory job requirement; CDL is a plus.

Applications are being accepted until positions are filled. Applications are available at the Plainfield Township Municipal Building between 8:00AM and 4:30PM, M-F, as well as on the Plainfield Township website, which is <https://plainfieldtownship.org/>. Return application to Plainfield Township, 6292 Sullivan Trail, Nazareth, PA 18064 ATTN: Township Secretary or via email to treasurer@plainfieldtownship.org. The rate of compensation for this position is \$20.00 per hour.

Plainfield Township is an Equal Opportunity Employer.

ADMINISTRATIVE ASSISTANT (Full-Time)

Plainfield Township, Northampton County, PA is currently accepting applications for an Administrative Assistant. The position is primarily clerical in nature, and the employee is largely responsible for various duties, including but not limited to the maintenance and preservation of Township records, drafting meeting minutes, providing administrative support to various Boards and office staff, preparing and distributing official correspondence, advertising and filing legal notices in conjunction with the Township Manager/Secretary, communicating with citizens, ordering office supplies and performing other various duties as assigned. The Administrative Assistant may also serve as the appointed Planning Commission Secretary, at the sole discretion of the Board of Supervisors.

Candidates should have (1) an Associates or Bachelor Degree in Public Administration or previous experience in a similar position; (2) excellent computer aptitude and software skills; and (3) a positive approach to training and customer service. Municipal experience is preferred.

Applicants should send a cover letter and resume with salary expectation to Plainfield Township, 6292 Sullivan Trail, Nazareth, PA 18064. Alternatively, applicants may apply on Indeed.com. A copy of the full Job Description is available online at the Plainfield Township website (<https://plainfieldtownship.org/employment-opportunities/>). Plainfield Township offers competitive salary and benefits. Plainfield Township is an Equal Opportunity Employer.

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FULL TIME EXPERIENCED:

Operator – Excavator- Haul Truck – Laborer
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Reliable and Dependable only Apply.
Friendly Work Environment.
Bangor 732-887-1799

Office Assistant/ Part Time

Customer Invoicing, light clerical, phone, shipping and other duties.
3 days a week, 3 hours a day.
Bangor 732-887-1799

Pattern Cutter

needed for textile manufacturing company.
Other light duties
lift up to 50 lbs
Experience preferred but will train serious individual.
Bangor 732-887-1799

Year-round Lifeguards Needed

Slate Belt YMCA
Contact Jen Delong 610-881-4470
jendelong@gv-ymca.org

Join the team at Horn's Outdoor

FULL TIME POWERSPORTS MECHANIC WANTED
Experienced in repairs of ATV's, Snowmobiles, Lawn Equipment and Can Am Roadsters Preferred.
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FULL TIME EXPERIENCED HELP WANTED

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• Haul Truck • Laborer
Delaware Quarries 6491 Martins Creek Belvidere Hwy. Bangor Pa.
Drug Screen Required
Stop By For Application Or Call 215-862-1670 Ext: 2502

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Other information: Payment for the ad must be made prior to insertion. Mail payment to 900 North Main Street, Bangor, PA 18013. No credit card orders. No refunds for early withdraw of ad.

IT IS ILLEGAL TO DISCRIMINATE AGAINST ANY PERSON BECAUSE OF RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS (HAVING ONE OR MORE CHILDREN UNDER 18), OR NATIONAL ORIGIN IN THE SALE, RENTAL, FINANCING, APPRAISAL OF HOUSING OR IN THE PROVISION OF REAL ESTATE BROKERAGE SERVICES. IF YOU BELIEVE YOU HAVE BEEN DISCRIMINATED AGAINST OR WOULD LIKE FURTHER INFORMATION ABOUT YOUR RIGHTS OR OBLIGATIONS UNDER THE FAIR HOUSING ACT, CONTACT THE HOUSING EQUALITY CENTER OF PENNSYLVANIA AT 267-419-8918.