

## **Borough of Metuchen**

### **Zoning Official**

The Borough of Metuchen is seeking candidates with considerable experience in customer service, interpreting municipal codes and zoning enforcement principles, or equivalent combination of education and experience for the position of Zoning Official. The candidate must have 5 to 7 years of experience and have the ability to perform, interpret and enforce borough code. The Official will engage in field inspections and investigations to ensure compliance with local adopted zoning code and various other municipal ordinances. The candidate must have the ability to comprehend and interpret technical verbiage used in codes and ordinances and have the ability to apply the interpretation in an appropriate and unbiased manner. The candidate must have excellent communication skills, both written and oral, to explain violations, prepare written reports, initiate, and prepare to testify in court or other quasi-judicial hearings. Candidate must have excellent organizational skills to keep track of investigations and enforcement actions taken. Attendance at monthly Zoning and Planning meetings is required. Coordination of all pre-liminary development review committee meetings. A minimum of five years of Zoning Official experience is required. A current, valid NJ Driver's license is required. This is a full-time position with salary dependent on qualifications and experience. The Borough of Metuchen is an Equal Opportunity Employer. Interested candidates should submit include cover letter, resume, and three professional references to Tom Czerniecki at [ipm@jerseyprofessionalmgt.com](mailto:ipm@jerseyprofessionalmgt.com). Please ensure the subject line contains **Metuchen Zoning Official Position**. Accepting resumes until 4/30/23.