

The Borough of Shrewsbury is accepting applications for a part-time Technical Assistant to the Construction Official (TACO). Candidate must be detail-oriented with excellent organizational, computer and communication skills, and able to manage multiple tasks. Technical Assistant Certification through the State of New Jersey is preferred but not required to get the position. The certification must be obtained within one year from the date of hire. The Technical Assistant to the Construction Official provides administrative support to the Borough's Construction Department including liaison with the public, and construction department officials, as well as coordinates with the Zoning Officer and Borough Engineer. Prior experience with a municipal construction office and SDL software preferred. Hourly compensation will depend on experience. Up to 25 hours a week. Resumes can be sent to [ccherbini@shrewsburyboro.com](mailto:ccherbini@shrewsburyboro.com) in the subject line put "TACO position".