

Main Building

ADMINISTRATION

PT/FT	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes:	KEY:
Manager	FT	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)			FT
Clerk/Deputy Mgr	FT	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)			PT
Deputy Clerk	FT	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)			
Secretary	PT	(8:30-1:30)	(8:30-1:30)	(8:30-1:30)	(8:30-1:30)	(8:30-1:30)			
Secretary	PT	(11:30-4:30)	(11:30-4:30)	(11:30-4:30)	(11:30-4:30)	(11:30-4:30)			

FINANCE/TAX

PT/FT	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes:	
CFO/Tax Collector	FT	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)			
Asst. Tax Collector	FT	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)			
Tax Assessor	PT		(8:30-4:30)						
Accts Payable Clerk	PT	(10:30-4:30)	(10:30-4:30)	(10:30-4:30)	(9:30-4:30)				
Accts Receivable Clerk	PT	Currently Interviewing (Monday to Friday) Min. 5 hour days							

PLANNING AND ZONING

PT/FT	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes:
Zoning Officer	FT	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)		
Planning Board Sec	FT	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)		

CONSTRUCTION

PT/FT	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes:
TACO	PT	(8:00-3:00)	(8:00-3:00)	(8:00-3:00)		(8:00-3:00)		
Construction Official	PT		(7:30-3:30)	(7:30-3:30)				

RECREATION

PT/FT	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes:
Recreation Director	PT/FT	(8:30-1:30)	(8:30-1:30)	(8:30-4:30)	(8:30-1:30)	(8:30-1:30)		Flex 3 hours/

POLICE DEPARTMENT

PT/FT	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes:
Chief of Police	FT	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)	(8:30 - 4:30)		
Lieutenant	FT	(10 hr days)	(10 hr days)	(10 hr days)	(10 hr days)			
Detective	FT	(10 hr days)	(10 hr days)	(10 hr days)	(10 hr days)			
Secretary	PT	(8:30-2:00)	(8:30-2:00)	(8:30-2:00)	(8:30-2:00)	(8:30-2:00)		
Secretary	PT	(12:30-4:30)	(12:30-4:30)	(12:30-4:30)	(12:30-4:30)	(12:30-4:30)		
11 Officers (includes 3 Srgts)	FT	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	Min Man Power 2

FT 22
PT 9

DPW

DPW

	PT/FT	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes:	KEY:
Superintendent	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				FT
Assistant Supervisor	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				PT
Equipment Operator	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Senior PWR -1	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Senior PWR -2	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Senior PWR -3	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Senior PWR -4	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Public Works Repairer-1	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Public Works Repairer-2	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Senior Mechanic	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Bldg Maint. Low Pressure Lic.	FT	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)	(7:00 - 3:30)				
Recycling Attendant	PT						4 hours		1 day/per month	

FT 11
PT 1

Misc

DPW

Animal Attendant
Senior Bus Driver

PT/FT	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes:	KEY:
PT	(9:00-12:00)	(9:00-12:00)	(9:00-12:00)	(9:00-12:00)	(9:00-12:00)			15 hours/week	FT
PT		8 Hours	8 Hours	8 Hours				24 hours/week	PT

FT 0
PT 2