

## **HANOVER TOWNSHIP LEHIGH COUNTY**

### **NOTICE**

Hanover Township, Lehigh County is seeking applicants for the position of a full time Township Manager/Zoning Officer. The vacancy was created with the recent retirement of the Township Manager. This Home Rule 2<sup>nd</sup> Class municipality has approximately 1560 residents, 7 full time employees and has an annual budget of in excess of four million dollars. The Manager is the Chief Administrative Officer and oversees the day to day operations including purchases and contracts, public works, zoning, grant applications, and personnel administration. Applicant should have extensive knowledge of administering and preparing all budgets, and must attend all meetings. The applicant will oversee experts and consultants performing work on behalf of the Township and oversee the awarding of contracts in accordance with the law. Excellent verbal and written skills are essential. The salary is negotiable and include a full benefit package. Residency is not required though close proximity to the Township is important.

To apply, for this position send a resume, letter of interest and professional references to [Bp44@ptd.net](mailto:Bp44@ptd.net) before February 1, 2017. All applications will be kept in strict confidence. EOE

Bruce Paulus  
Council Chairman