

Municipal Court Career Opportunity

MUNICIPALITY: Township of Logan
VICINAGE: Cumberland/Gloucester/Salem
POSITION TITLE: Deputy Municipal Court Administrator
POSTING DATE: 12/18/2023
DEADLINE DATE: 01/05/2024
SALARY RANGE: \$40,000-\$45,000

POSITION DESCRIPTION AND REQUIREMENTS

The Township of Logan is seeking to hire a qualified individual to perform the duties of Deputy Municipal Court Administrator. Applicants must have a high school diploma. Under the direction of the judge and court administrator, the deputy will perform quasijudicial duties, including but not limited to all phases of case processing, entering tickets, accepting payments, taking civilian complaints, and handling inquiries from the public.

Applicants who are fully accredited are preferred but same is not mandatory. Pursuant to New Jersey Court Rule 1:41-3, all newly appointed municipal court deputy administrators must obtain conditional accreditation within six months of the date of appointment and full accreditation within three years of the hire date.

Please submit cover letter and resume via email by the deadline to:

Lori Zane, CMCA
Lori.Zane@njcourts.gov

The Township of Logan is an Equal Opportunity Employer.

****NOTE:** The above local job posting was submitted to the vicinage by the local municipality and is not a State job posting.