



TOWN OF BURLINGTON

Human Resources Department

Joanne M. Faust, SPHR, Human Resources Director

Cheralyn Rosati, Human Resources Coordinator

Notice of Job Vacancy

Temporary Conservation Assistant

The Town of Burlington is seeking applicants for the position of temporary Conservation Assistant. Responsibilities include assisting the Conservation Administrator in administering and enforcing the Wetlands Protection Act and local wetland and stormwater bylaws; including reviewing plans and applications, drafting permits/decisions and performing site visits. The position involves daily interaction with residents, applicants and municipal officials, and requires strong verbal, writing and computer skills. Bachelor's degree in environmental science, natural resource management or a related field required. Experience working in municipal conservation strongly preferred.

Salary is \$28.42 per hour, and does not participate in the Town-benefits program. This is a three-month, full-time position, however strongly qualified applicants with less than full-time availability will be considered. Anticipated need for this position is from approximately mid-June until mid-September of 2017.

Apply at www.burlington.catsone.com/careers (preferred). Alternatively, applications may be obtained at Town Hall or at www.burlington.org and directed to:

Joanne Faust, Human Resources Director
Town of Burlington
29 Center Street
Burlington, MA 01803

Applications received by 12:00pm April 21, 2017 will receive first consideration. Position will remain open until filled.

PLEASE NOTE: MA General Laws mandate that any individual having direct contact at any time with either children or senior citizens be subject to CORI screening by the Criminal History Systems Board. Any conditional offer of employment is contingent upon satisfactory CORI results.



29 CENTER STREET • BURLINGTON, MASSACHUSETTS 01803 • TEL (781) 505-1160 • FAX (781) 238-4696
www.burlington.org • hr@burlington.org

The Town of Burlington is an Equal Opportunity Employer