

RESOLUTION 2025-074

RESOLUTION RATIFYING AND CONFIRMING THE APPOINTMENT OF AN ADMINISTRATIVE ASSISTANT/TECHNICAL ASSISTANT TO THE CONSTRUCTION OFFICIAL

WHEREAS, the Township of Chatham desires to fill a vacancy in the combined position of Administrative Assistant/Technical Assistant to the Construction Official; and

WHEREAS, the Township of Chatham has advertised the vacancy and received resumes that have been reviewed by the Township Administrator and Construction Official; and

WHEREAS, the Construction Official has recommended that it would be in the best interests of the Township to appoint Traci Bruton as an Administrative Assistant/Technical Assistant to the Construction Official; and


WHEREAS, the Township Administrator appoints Traci Bruton as full-time Administrative Assistant/Technical Assistant to the Construction Official.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham that they do hereby ratify and confirm the Township Administrator's appointment of Traci Bruton as full-time Administrative Assistant/Technical Assistant to the Construction Official at a starting annual salary of \$58,000, effective March 1, 2025, pending satisfactory completion of a criminal background investigation, subject to satisfactory completion of a probationary period of 180 days, with continued employment contingent upon obtaining certification/licensure as a Technical Assistant through the State of New Jersey at the earliest possible opportunity made available through Rutgers University.

Adopted: February 25, 2025

TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS

Attest:



Gregory J. LaConte, Clerk

By: 

Michael Choi, Mayor