



City of Linden
UNION COUNTY, NEW JERSEY

DIVISION of PERSONNEL SERVICES

**301 No. Wood Avenue
Linden, New Jersey 07036
(908) 474-5760**

Fax: (908) 862-8046

Jessica Sheehy
Personnel Officer

Allan C. Roth, Esq.
Labor Relations Specialist

Memorandum

To: All City Departments, Linden Board of Health and Linden Public Library
From: Jessica Sheehy, Personnel Officer
Date: September 18, 2025
RE: Job Posting

Please be advised that there is **one (1) Part-time Clerk 1** position available in the office of **Constituent Services**. (Job description and requirements attached). This position is not to exceed 30 hours per week at the annual rate of **\$20.49**. Part-Time Ordinance to commensurate with experience.

Please post this in an area available to all employees. At this time, this position will be publicly advertised and open to **all residents of the City of Linden**.

Anyone interested in the above-mentioned vacancy must submit an employment application, which can be obtained online at: <https://linden-nj.gov/jobapp>

All applications must be completed and returned via email to jobapp@linden-nj.gov, no later than **4:30 p.m. Friday, October 3rd, 2025**. In addition to electronic submission, applications can be mailed to the City Clerk's Office 301 N. Wood Ave., Linden, NJ 07036. Applications that are mailed must be postmarked by the closing date of the job announcement or they will be returned to the applicant. Please be advised that all employment applications must be completed at the time of submission. Please include copies of resumes, proof of qualifications or any additional documents you wish to submit with your application.

C: Mayor Derek Armstead
Council President Yamakaitis
MEMBERS OF COUNCIL
Affirmative Action Officer
Bulletin Board