

**Administrative Assistant – Neptune Township Sewerage Authority, Monmouth County.** The Township of Neptune Sewerage Authority is seeking a self-motivated full-time Administrative Assistant at a salary range of \$35,000.00 - \$40,000.00 with excellent organizational, customer service, administrative and computer skills. Selected candidate will assist on a wide range of day to day administrative and supportive duties of the Administration Office. Salary will commensurate with the selected applicants qualifications, education and experience. Qualified applicants may submit a completed TNSA employment application and resume to Tina M. Cunningham, Executive Director at [dellapietro@tnsa-nj.org](mailto:dellapietro@tnsa-nj.org) The Authority reserves the right to interview candidates as applications are received. The Authority is an Equal Opportunity Employer.