

INTERN WITH LUMBERTON TOWNSHIP



**SUMMER 2024
FLOATER INTERN**



Duties are specialized in clerical work involving receiving phone calls, returning phone calls, filing, and typing memos and letters.

Computer, phone and strong communication skills required.

Must be highly organized, have excellent customer service skills, and must be able to multi-task

This will be a paid internship at a rate of pay of \$15.13 per hour.

Hours will vary between 20 and 35 hours a week.

Ideal candidate is high school or college age.

**Please submit your resume and
letter of interest to Meredith Riculfy at
meredith@lumbertontwp.com**