

## **RVRSA POSITION AVAILABLE**

### **Full Time Human Resources/ Safety Coordinator**

#### **Human Resources/Safety Coordinator – Full Time (35-hrs/week)**

The Rockaway Valley Regional Sewerage Authority located in Morris County is seeking an individual to fill the position of Full Time Human Resources/Safety Coordinator. This position requires at a minimum a bachelor's degree; five - years (5) experience as a Human Resource Manager preferably in a local or State government environment or equivalent and must have a New Jersey driver's license. Position requires, but is not limited to, the ability to process FMLA/FLA/LOA/Workmen compensation claims, scheduling of safety training for all employees, OSHA compliance log, Joint Insurance Fund meeting attendance, meeting attendance at RVRSA Board and Committee meetings upon request, and exceptional organizational skills.

Send resume with salary requirements to:  
jmondsini@rvrsa.org

Please see Human Resources/Safety Coordinator job description located on the RVRSA web site at [rvrsa.org](http://rvrsa.org) under the **Job Postings** heading.