

From: [Bridget Palmieri](#)
To: [Tim Carroll](#)
Subject: Re: Legal Advertisement HELP WANTED Admin Asst Housing Comm.
Date: Tuesday, September 08, 2015 4:14:04 PM

It's posted Tim.

On 9/8/15 4:07 PM, Tim Carroll wrote:

TOWN OF CHILMARK – Administrative Assistant

Year-round/part-time position 5 hrs/week, (\$22.10 to \$23.66/hr.) to provide administrative support primarily for the Housing Committee. Minutes, correspondence, planning, record keeping, and other related work as required. The successful applicant will possess excellent communication, organizational and interpersonal skills. The application, position vacancy notice and job description are available at the Chilmark Selectmen's Office, POB 119, Chilmark, MA 02535 (508) 645-2101 asstexecsec@chilmarkma.gov Deadline for applying is September 21, 2015 at 12:30 pm.

Please run this ad on Sept 10 & 17, 2015

