

TO ALL HAVERFORD TOWNSHIP RESIDENTS

PUBLIC NOTICE – SEPTEMBER 3, 2019

The Board of Commissioners of the Township of Haverford is seeking individuals to serve in the following positions beginning January 2020:

TOWNSHIP SOLICITOR

CIVIL SERVICE SOLICITOR

TOWNSHIP ENGINEER – Township Manager Appointment

All solicitor applications must be sent to:

**BY MAIL TO: David R. Burman, Township Manager
 1014 Darby Road
 Havertown, PA 19083**

BY EMAIL TO: reorg@havtwp.org

**ALL SOLICITOR APPLICATIONS MUST BE RECEIVED
NO LATER THAN 4:00 P.M. ON FRIDAY, NOVEMBER 15, 2019**

In addition, the Board of Commissioners is seeking individuals to serve on the following Boards, Committees and Commissions beginning January 2020:

CIVIL SERVICE COMMISSION	1 position
FRIENDS OF THE GRANGE	3 positions
HEALTH ADVISORY BOARD	4 positions
HISTORICAL COMMISSION	2 positions
HUMAN RELATIONS COMMISSION	2 positions
ICE RINK ADVISORY BOARD	3 positions
LIBRARY BOARD	1 position
PARKS AND RECREATION	1 position
PLANNING COMMISSION	2 positions
SENIOR CITIZENS' ADVISORY COUNCIL (appointed by each Ward Commissioner)	1 position per Ward
SHADE TREE COMMISSION	1 position
VACANCY COMMITTEE	1 position
ZONING HEARING BOARD	1 position

The Board of Commissioners has adopted the following requirements and procedures, which apply to applicants for all Boards, Committees and Commissions (excluding the Senior Citizens Advisory Council):

- 1) All applicants, including applicants seeking reappointment, must contain the following required submissions:
 - a. The applicant's name, address, phone number and email address;
 - b. A cover letter or cover email listing each Board, Committee or Commission on which the applicant seeks an appointment or reappointment;
 - c. A concise statement (no more than one typed page) summarizing why the applicant seeks the appointment or reappointment; and,
 - d. A resume or other summary of the applicant's experience.
- 2) All applicants, including applicants seeking reappointment, must appear for a 15-minute interview, to be scheduled by the Board of Commissioner
- 3) Any applicant or incumbent who does not appear for an interview without good cause shall not be considered for appointment or reappointment.

ALL APPLICATIONS, INCLUDING ALL REQUIRED SUBMISSIONS, MUST BE SENT TO:

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Havertown, PA 19083**

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Applications for the Senior Citizens Advisory Council should be sent directly to the Ward Commissioner.

**TOWNSHIP OF HAVERFORD
David R. Burman, Township Manager**