

Part-time Help (temporary):

The Borough of Hawthorne is currently looking for a part-time person needed in the Department of Public Works (DPW) office. Various duties include phone coverage and customer service (works well with people), excellent Excel Spreadsheet usage for updating various reports, along with other office duties such as copying, setting up folders and filing. Hours are 10:00 a.m. – 2:00 pm Monday thru Friday (times could vary, looking for flexibility of 20 hrs./wkly.) \$10/hr. Applications can be obtained at Borough Hall, 445 Lafayette Ave. 2<sup>nd</sup> Floor DPW Office.