



Matt West  
Township Manager

# TOWNSHIP OF NEW BRITAIN

Bucks County, Pennsylvania  
Founded: 1723

BOARD OF SUPERVISORS

Gregory T. Hood  
William B. Jones, III  
Helen B. Haun  
Cynthia M. Jones  
MaryBeth McCabe, Esq.

---

---

## Job Announcement

### Assistant Planning and Zoning Officer

New Britain Township, Bucks County, PA, is seeking a detail-oriented spatial thinker, who is personable, organized, and communicative to serve as its Assistant Planning and Zoning Officer. The successful candidate will assist the Planning and Zoning Officer in all reviews, and will manage the administrative functions of the Township's Zoning and Subdivision/Land Development processes. This position will report directly to the Township Manager.

Candidates should have (1) a Bachelor Degree in engineering, public administration, planning, geography, or related field; (2) excellent computer aptitude and software skills, including GIS; (3) an interest in the zoning and subdivision and land development processes at the municipal level; and (4) a firm understanding of how to work as a member of a team. Previous municipal experience preferred, but not required.

This position is full-time, non-exempt with a competitive hourly rate and excellent employer-paid benefits. Please visit [www.NewBritainTownship.org](http://www.NewBritainTownship.org) to learn more about New Britain Township.

Applicants must email a cover letter and resume with salary expectation **all in one attachment** to [Employment@NewBritainTownship.org](mailto:Employment@NewBritainTownship.org) by noon on October 15, 2021.