



NOTICE OF POSITION OPENING

Director of Veterans' Services

Part-time 6 hours per week

The Town of Littleton seeks qualified applicants for the part-time position of Veterans Agent. For Fiscal Year 2011, the position is budgeted for 6 hours per week (two days per week at three hours per day) at a annual salary of \$5,000.

Summary statement of duties: The director of veterans' services is in charge of the department established by the Littleton Board of Selectmen for the purpose of furnishing such information, advice and assistance to veterans and their dependents as may be necessary to enable them to procure the benefits to which they are or may be entitled relative to employment, vocational or other educational opportunities, hospitalization, medical care, pensions, and other veterans' benefits.

Qualifications: MGL Chapter 115, section 10 requires that the director of veterans' services shall be a veteran. Working familiarity with all applicable laws, practices, and regulations regarding Veterans. Considerable knowledge of agencies, services, and resources available to Veterans.

To apply: submit resume and cover letter to Town Administrator, Town of Littleton, 37 Shattuck Street, Littleton, MA 01460.

Deadline: Wednesday, June 9, 2010 at 3 PM

The Town of Littleton is an equal opportunity employer.

Posted: 5/26/10

Deadline: 6/9/10