

CIVILIAN EMPLOYEES WORK HOURS MODIFIED AND NOT REDUCED AS OF OCTOBER 2, 2017

In accordance with the approval of the Township Committee, the work hours of the civilian employees of the Township were **modified** as of October 2, 2017. **All employees do not work less hours.** For example, employees at the Municipal Building and Community Center work a required 35 hours a week while the employees at the Public Works Complex work a required 40 hours a week.

The Municipal Building and Community Center are open five (5) days a week as follows: Mondays through Thursdays between 8:00 a.m. to 4:30 p.m. and on Fridays between 8:00 a.m. to 1:00 p.m. This constitutes a 35 hour work week. Both buildings close at 1:00 p.m. on Fridays.

The DPW Complex is open five (5) days a week as follows: Mondays through Thursdays between 6:30 a.m. to 3:30 p.m. and on Fridays between 7:00 a.m. to 1:00 p.m. This constitutes a 40 hour work week. The Complex closes at 1:00 p.m. on Fridays.

The Recycling Center on Stoney Brook Road is open between 6:30 a.m. to 2:45 p.m. on Mondays, Tuesdays and Wednesdays. On Fridays, the facility is open between 6:30 a.m. to 12:45 p.m. and on Saturdays between 8:00 a.m. to 12:35 p.m.