

R-155-15

**Resolution Establishing Job Description for the Position of Registrar for the
Borough of Wharton**

WHEREAS, the Mayor and Council of the Borough of Wharton has created a Policy and Procedures Manual; and

WHEREAS, the Borough Administrator and Personnel Administrator have reviewed and updated the attached Job Description – Registrar to be utilized by the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Wharton that the document known as Job Description – Registrar hereby established and will be known as Section 1:3.08 of the Policy and Procedures Manual of the Borough of Wharton.

Adopted: November 9, 2015

BOROUGH OF WHARTON

ATTEST:

**_____
WILLIAM J. CHEGWIDDEN,
MAYOR**

**_____
Gabrielle Evangelista,
Municipal Clerk**