

**TOWNSHIP SECRETARY
CUMBERLAND TOWNSHIP
ADAMS COUNTY, PA**

***Cumberland Township is accepting applications for
Township Secretary***

This is very responsible position serving Cumberland Township. This position is 40 hours per week, Monday through Thursday 7am-5pm. Paid vacation, holidays, pension, and sick leave with excellent health care benefits.

Work involves a variety of administrative and official functions. Hourly rate based off experience between \$24.00 and \$32.00 per hour.

Successful candidates must be at least 18 years of age prior to commencement of employment, and must pass a background investigation, including criminal history, employment history, driving history, and credit history. High School diploma or equivalency certificate is required, along with valid motor vehicle license.

Job Description & Applications may be downloaded at www.cumberlandtwppa.gov or picked up M-Th, 8am-2pm at 1370 Fairfield Road, Gettysburg, PA 17325. Completed applications must be received by 1pm on July 13, 2026 and may be dropped off during the same hours or emailed to secretary@cumberlandtwppa.gov

Cumberland Township is an Equal Opportunity Employer