



Town of Weare

Selectmen's Office
15 Flanders Memorial Road
Weare, NH 03281
(603) 529-7535

www.weare.nh.gov

Board of Selectmen:

Janice Mathews, Chairman
Benjamin D. Knapp, Vice Chair
Salim R. Blume
James Drury
David Pratte

Naomi L. Bolton
Town Administrator
Email: nbolton@wearenh.gov

Email: boardmembers@wearenh.gov

Immediate Opening

Part Time – Cemetery Sexton

The Town of Weare is seeking applications for a part time Cemetery Sexton. The position involves coordinating burial-related activities from April 1st to November 30th each year. Meets with the public and shows available lots to prospective buyers. Sells cemetery plots including all steps from application, to ordering the corner markers, to making sure that the Town Clerk is provided with all the burial certificate information after the service. Works closely with funeral homes to coordinate burial services, including marking out the proper burial location on each lot and providing the location to the company that digs the graves. Coordinates with the monument companies and families regarding permits and headstones. Coordinates with the branches of the military for the delivery of military markers and installs the markers. Compensation for this position will be \$50 per burial.

A detailed task description and qualifications can be further requested by emailing the Town Administrator at nbolton@wearenh.gov; or calling (603) 529-7535. To apply, email, hand deliver in person or mail all letters of intent, resumes and/or applications to: Town of Weare Selectmen's Office, Attn: Cemetery Sexton Position, 15 Flanders Memorial Road, Weare, NH 03281. This position will remain open until filled.

Posted: April 1, 2024