



James P. Dodd
Mayor

Adam E. Cruz
Business Administrator

TOWN OF DOVER
OFFICE OF MAYOR AND ADMINISTRATION
37 NORTH SUSSEX STREET
DOVER, NEW JERSEY 07801
973-366-2200

Dr. Edward Ramirez
Rockaway, NJ 07866
[REDACTED]

January 9, 2025

Re: Acting Chief Financial Officer
Town of Dover

Dear Dr. Ramirez;

I'm happy to inform you, that we are offering you the full time position of Acting Chief Financial Officer for the Town of Dover. The annual salary for this position at this time is \$150,000.00. Once you receive your CFO license, your title will be changed to Chief Financial Officer. If you choose to accept this offer, your schedule will be Monday through Friday from 8:30am – 4:30pm.

Please sign and return a copy of this Offer Letter to my attention. Once I receive this document back, I will have the Human Resources Department forward you some additional information and various forms that you will need to fill out and provide to us before your first day in the office on January 20, 2025. If you have any questions regarding this matter, please feel free to contact me at any time.

Sincerely,


Adam E. Cruz
Business Administrator

cc: Mayor Dodd

I, Dr. Edward Ramirez, residing in Rockaway, NJ 07866, do hereby accept the terms of employment with the Town of Dover as outlined above.


Dr. Edward Ramirez Signature:

1/9/2025
Date:

January 20, 2025
Proposed Start Date: