

## CITY ADMINISTRATOR POSITION

### Boscobel, WI (Population 3,231)

The City of Boscobel has a Mayor and 8 Council members elected on a non-partisan basis. Total operating budget of \$2.7M; 30 FT and PT employees.

Bachelor's degree, prefer Master's Degree in Public Administration/related and three-year municipal administration experience. Plans, coordinates and directs municipal administration under policy guidance and supervision of the Mayor and City Council.

Desire an individual with expertise in industrial and community development, human resources, with the ability to demonstrate a successful record of achieving program and financial objectives, including grant writing and capital improvement execution. The successful candidate will be an honest individual with integrity, open and positive communication skills, innovative and strong leadership skills and a collaborative style in working with the Mayor, City Council and an experienced professional staff. Salary commensurate on qualifications and experience.

Visit community website at [www.boscobelwisconsin.com](http://www.boscobelwisconsin.com). Find job application at <https://www.boscobelwisconsin.com/wwbcms/wp-content/uploads/2017/03/job-app-1.pdf>

Apply by sending application, cover letter, resume, salary history and references to Arlie Harris, Boscobel City Hall, 1006 Wisconsin Ave., Boscobel, WI 53805: phone 608-375-5001; e-mail [arlie@boscobelwisconsin.com](mailto:arlie@boscobelwisconsin.com); or fax 608-375-4750. All applications must be received by **February 5, 2019**. Confidentiality must be requested by applicant and cannot be guaranteed for finalists.