

NORTHAMPTON COUNTY, N.C.
NOTIFICATION OF POSITION VACANCY

03/05/2019

COUNTY MANAGER

The Northampton County, N.C. Board of Commissioners is accepting applications for a CEO for Northampton County Local Government.

The County Manager is responsible for planning, organizing, and directing the overall day-to-day management of the county government's operations, including financial and budget preparation/management, administration, supervision of department heads, and performing other related duties.

Duties of the County Manager include short and long range planning, budgetary direction and guidance, personnel responsibilities, capital improvements planning, and working closely with the Board on major initiatives and priorities. Candidate must utilize independent judgment and initiative in planning and directing the fiscal control system and personnel systems and providing guidance to the Board concerning administrative matters.

Work is performed under the general direction of the Board of Commissioners and in accordance with local government finance procedures, local ordinances, and the North Carolina Statutes.

Requirements: Bachelor's degree in Public Administration, Business Management, or related field and considerable experience in a management level with a public sector organization, preferably in a local government environment; Master's degree in Public Administration or related field preferred; or an equivalent combination of education and experience.

Please submit a resume, cover letter and Northampton County application available at:

http://www.northamptonnc.com/departments/departments_f-v/human_resources/index.php

Information may be mailed to: Northampton County HR Department, PO Box 367, Jackson, NC 27845 or submitted via email to: Northampton.hr@nhcnc.net

Position will remain open until filled. Salary to be based upon qualifications.