



Arlington, Minnesota is seeking a City Administrator

ANNOUNCEMENT

General Duties: Responsible for planning, organizing, directing, and coordinating all municipal services, and is considered the Utility Superintendent and Treasurer for the City. The City Administrator is also the "Chief Administrative Officer" of the city, responsible for maintaining the City Charter, directing staff in the implementation of City Council, policies and coordinating the day-to-day operations of the City.

Salary Range: \$90,000-\$105,500

Minimum Qualifications: The City Administrator shall possess a Bachelor's degree in public administration, business administration, accounting, finance or related field and three plus years of related public management experience. The candidate should have experience in budgeting, economic development, and public utilities and must possess a valid Minnesota driver's license.

APPLICATION PROCEDURE

To be considered for this position, an applicant's file must be completed and received by Open until filled, and must contain:

1. Cover Letter
2. Résumé
3. Formal City Application

SELECTION TIMELINE

Application deadline: open until filled

Finalists selected: TBA

Interviews: Tentative February 20 - 21

Candidate selected: February 24, 2023

POSITION PROFILE

View the full position profile at www.arlingtonmn.com and www.mnscsc.org/ccoga

SEND APPLICATION MATERIALS TO

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Confidentiality will be maintained unless applicant is named as a finalist. References will not be contacted until mutual interest is established.