

Position Opening

City Administrator

Battlefield, MO (pop, 6,500) is a fast growing, family-friendly, residential community located between Springfield and Republic in Southwest Missouri. Battlefield is a 4th class city that operates under a highly cooperative city administrator-mayor-aldermen form of government. Battlefield encompasses approximately 2.6 square miles with a \$3.3 million annual budget and 18 employees. Municipal Services include police, municipal court, planning and zoning, parks, public works buildings, streets, and sewer.

The city is currently seeking a qualified, experienced professional with strong interpersonal skills who can communicate well with citizens, Mayor, Board of Aldermen and City staff. A bachelor's/master's degree in public administration or a related field is preferred. The successful candidate must be able to competently create and manage budgets, be knowledgeable in municipal financing and accounting oversee and develop personnel, provide visionary leadership to the community and staff, and be committed to economic planning and development. The selected candidate should have 3 or more years of progressively responsible municipal government service.

Candidates should submit a cover letter, detailed resume, three professional and two personal references. Compensation will be based on experience and qualifications. Deadline to apply is 5:00 pm on March 6th, 2026. Cover letter, resume, and references may be emailed to cityclerk@battlefield.mo.gov or mailed to:

Battlefield City Administrator Search
5434 S. Tower Drive
Battlefield, MO 65619

Complete job description may be downloaded from the City of Battlefield website at www.battlefieldmo.gov.

Job Location: Battlefield, MO

Salary Range: \$90,000-\$115,000

Benefits package includes health and life insurance, deferred compensation plan, 401(k) Pension Plan, and other supplemental insurance options.