

City Manager Avondale Estates, Georgia

The City of Avondale Estates was founded in 1924 and is named on the National Register of Historic Places. The 1.23 square miles of City of Avondale Estates is home to approximately 3,400 residents. Recently, Niche.com ranked Avondale Estates as the 15th best suburb in the state of Georgia. Overall, the City earned an A+ from the website for its diverse housing options, access to great schools, low crime rate, entertainment options and suitability for families.

The City is currently seeking highly qualified candidates for the position of City Manager. The City Manager for Avondale Estates is a highly professional, responsible, managerial position. It requires diversified administrative, political and technical expertise in managing, directing and coordinating all operating departments of the city and advising the Mayor and Commission of progress in all major areas of City operations. The City Manager serves at the pleasure of Mayor and Commission and is responsible for recommending and implementing policy directives and managing the day-to-day operations.

Minimum qualifications for the City Manager include:

Bachelor's degree (Master's degree preferred) in public administration, business administration, public finance, or related degree; five years of executive level management experience in local governments operations with similar complexity to City of Avondale Estates is expected; Experience as a City/County Manager/Administrator or an Assistant in a full-service City is preferred.

In addition, the successful candidate for the City Manager position is expected to have the following qualifications:

- Thorough knowledge of accepted managerial concepts, principles, best practices and techniques of a full-service city
- Comprehensive working knowledge of federal and state municipal laws. Comprehensive knowledge of ordinances/enforcement procedures
- Ability to effectively communicate complex concepts, verbally and in writing, with the public, staff, and elected officials

Compensation & Benefits:

The starting salary for the new City Manager will be based upon the qualifications and experience of the selected candidate; starting salary is expected to be in the range of \$130,000-\$160,000. An auto allowance will be provided. The City also offers excellent Defined Benefit, 401 and 457 retirement benefits. Additional benefits include medical, dental, and life insurance; generous paid annual and sick leave.

Interested candidates must submit by email a cover letter, resume, at least five job related references, and salary history not later than 5:00 pm (ET) **June 15, 2018** to: alanreddish51@gmail.com.

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