

*City of Egegik
P.O. Box 189
Egegik, AK 99579
Phone (907) 233-2400
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Email: cityofegegik@outlook.com*

CITY ADMINISTRATOR
Open Until Filled

SALARY: \$100,000 & excellent benefits package including PERS, SBS, health insurance and housing. Negotiable DOQ/E.

GENERAL DESCRIPTION:

The City of Egegik is accepting applications for a City Administrator. The current City Administrator has held the position for the past 5 + years. Egegik is a small commercial fishing village located on the east side of Bristol Bay. The City is in excellent financial health and is forward funded with ~\$2 million in annual revenue and expenditures and more than five million in cash and investments, and no debt. The City owns and operates the airport, city dock, electric utility, water and sewer utility, fuel sales and solid waste disposal.

JOB SUMMARY:

The City Administrator is appointed by and serves at the pleasure of the Mayor and is responsible for the administration of all City operations and the supervision of City employees as delegated by the Mayor.

QUALIFICATIONS:

Bachelor's degree in Public Administration, Business Administration or related field and experience in a senior management position; or an equivalent combination of education and experience to successfully perform the duties of the job. The ideal candidate would be someone who has strong financial skills, is a creative problem solver, understands the challenges of living and working in a small, remote community, has a strong work ethic and the ability to motivate others, along with good communication skills.

TO APPLY:

Submit a resume and letter of interest, along with a maximum 150-word statement outlining why you feel you would be the best candidate for the position via email to:

cityofegegik@outlook.com

RE: City Administrator Search

An information sheet providing additional details about the community and the position is available by email.

The position is open until filled. The first review is scheduled to occur on January 15, 2023 and qualified applicants are encouraged to apply by that date.

All applications are subject to public disclosure. EOE