

MUNICIPAL ADMINISTRATOR – TOWNSHIP OF WYCKOFF, BERGEN COUNTY

Full-Time position available January 1, 2022, due to retirement of long-term Administrator. Township Committee form of government, 16,700 residents, seven square miles in area, \$20 million operating budget, and \$2.6 million sewer collection system budget with a work force of 63 full-time and 36 part time staff. See wyckoff-nj.com for additional information.

Applicants preferred who have 5-7 years of substantive professional municipal government or other similar management experience. Master's degree in related field preferred. The successful candidate shall oversee daily operations of the Township, including, but not limited to budget, human resource functions, purchasing, specification writing, grant writing, labor management, affordable housing issues, shared service arrangements, risk management, attendance at evening governing body meetings and strategic problem solving. Must possess excellent oral, written, interpersonal and computer skills. QPA license a plus.

Qualified candidates should send to wyckoffclerk@wyckoff-nj.com a resume and cover letter with detailed compensation requirements and contact information for at least 4 professional references no later than 09/10/21 at 4pm. Salary and compensation DOE/DOQ.