**Borough Administrator- Full Time- Borough of Hillsdale (Bergen County)**

The Borough of Hillsdale seeks a qualified leader possessing strong management skills, excellent communication and collaboration skills, and outstanding ability to work with the public and outside agencies and corporations. The ability to prioritize tasks in addressing the needs of the Borough and the wishes of the governing body is essential. The applicant will be capable of research, financial analysis, and articulation of all issues facing a municipality. The candidate should possess significant experience within a municipality or a comparable public organization, and demonstrate knowledge of municipal issues and practices, including organization, human resources, and budgeting. The candidate should possess knowledge of NJ local fiscal affairs, local budget, and local public contracts law, and have a desire to identify and implement shared service arrangements. The candidate should have experience in obtaining grants, managing large scale projects, and in negotiating collective bargaining agreements. Experience with municipal redevelopment issues and practices is a plus. In addition, the ideal candidate should be adept at using technology & social media to achieve the Borough’s goals. QPA certification and Edmunds experience is helpful. Salary will be negotiable, depending on experience. Applications shall be submitted no later than February 28, 2022.

Send current resume, introductory letter, and salary requirements to the Borough Clerk via e-mail [dkohan@hillsdalenj.org](mailto:dkohan@hillsdalenj.org) , along with a copy to the Mayor at [jruocco@hillsdalenj.org](mailto:jruocco@hillsdalenj.org).

Title e-mail “Borough of Hillsdale Borough Administrator – Search”. The Borough of Hillsdale reserves the right to interview applicants as received.

The Borough of Hillsdale is an Equal Opportunity Employer.