

PUBLIC NOTICE

ASSISTANT COUNTY ADMINISTRATOR

Notice is hereby given that Candler County, Georgia is seeking applicants for the position of Assistant County Administrator. The Assistant County Administrator is a member of the senior county staff and reports to the County Administrator. This position will be responsible for overseeing various day to day aspects of county operations, financial accounting, and special projects as well as providing leadership in the absence of the County Administrator.

Required qualifications include: A bachelor's degree in finance, accounting, business administration, or like area. Candidates should possess strong analytical, communication, and financial/budgeting skills and a proficiency in problem resolution. Experience in local government is not required for this position.

Salary is commensurate with experience and qualifications. The anticipated salary range is \$60,000 - \$85,000. Candler County offers paid employee health insurance, dental, vision, retirement, and paid annual and sick leave.

Interested parties should submit a resume and cover letter setting forth their qualifications to: Kellie Lank, County Clerk at 1075 E Hiawatha St., Suite A, Metter, Georgia 30439. This position will remain open until filled. The successful candidate will be subject to pre-employment screening and background investigation.

Candler County Board of Commissioners