

# City Manager

**Clarksburg, WV** (pop. 15,480) is seeking candidates for City Manager. Clarksburg operates under a Council-Manager form of government with Council consisting of seven members, including the Mayor. A bachelor's degree in government/public/business administration or related field is required. Candidates should possess a minimum of five years' experience in public administration at an executive level or similar corporate managerial experience, be able to work effectively in personnel administration, with a proven background in government finance, economic development, and strategic planning. The City Manager oversees the daily operations of the local government, carries out the Charter-assigned duties and authorities to enforce all laws and ordinances, appoints department heads, hires employees, recommends and oversees the annual budget (FY budget of approx. \$29 million). The City Manager must be able to effectively communicate with Council and the public. The City delivers a range of municipal services with approx. 200 employees providing full-time police, fire, sewer, public works and park services. The successful candidate must establish permanent residence within corporate limits upon employment. (Salary - negotiable DOQ/E) plus all fringe benefits afforded to City employees including pension/retirement plan, health, life, dental and vision insurance, vacation and sick leave. Please mail resume to: City Manager Search, c/o Office of the City Clerk, 222 West Main Street, Clarksburg, WV 26301 or via email to [awright@cityofclarksburgwv.com](mailto:awright@cityofclarksburgwv.com) by 4:00 p.m. on February 17, 2023.

The City of Clarksburg is an Equal Opportunity Employer.