

**Village Administrator**  
**Village of Waterford, WI**



**Village of Waterford, Wisconsin** (pop. 5,368) is seeking a **Village Administrator**. The position is responsible for administering and coordinating the overall operations, financial and personnel of departments and contracted services. The position reports to the Village Board and serves as the Village's public information officer and executive director for the Community Development Authority. For a complete list of duties see <http://ecode360.com/8353156>. The Village has an annual 2017 operating budget of \$5.3 million and employs 16 full-time and 80+ part time employees.

Qualified candidates will have a Master's degree in Public Administration, Business Administration, Finance, or related field with strong financial skills, a minimum of 5 yrs. experience in a progressively responsible management or executive administrative position in government administration.

Salary for this position is \$85,000—\$110,000 dependent upon education and experience.

Qualified candidates please submit your cover letter, resume, and employment application found on the Village's website:

<http://waterfordwi.org/398/Employment-Opportunities>.

Applications should be submitted to Kathy Nargis, Trustee, Village Hall, 123 N. River Street, or via email to [knargis@waterfordwi.org](mailto:knargis@waterfordwi.org). This position is open until filled; however, first consideration will be given to resumes received by September 20, 2017. EOE