

BETHEL PARK, PENNSYLVANIA
MUNICIPAL MANAGER

The Municipality of Bethel Park is located in southwestern Pennsylvania approximately 7 miles south of Pittsburgh. The Municipality covers 11.7 square miles and has a stable current population of 33,000.

Bethel Park has a council-manager form of government and became Home Rule in 1976. The Municipal Manager is the chief administrative officer for the Municipality and is responsible for managing day-to-day municipal operations as well as for implementing the policies established by the Municipal Council. Bethel Park is a full-service municipality with approximately 94 full-time and 8 part-time employees. The Municipality's 2017 All Funds Budget is \$46,128,765 of which \$25,654,527 is the General Fund. Services provided include Financial Services, Information Technology, Human Resources, Community Development, Fire/Rescue, Police, Public Works, Library and Recreation and Parks.

Requirements include a Bachelor's degree in public administration, business, or the equivalent (Master's degree preferred) and at least five years of local government management experience preferably as a Deputy Municipal Manager or Municipal Manager in a full-service municipal government or comparable organization. Must possess strong and proven financial and budgeting knowledge, analytical skills and abilities. Proven expertise in economic development is also a plus. Must have excellent interpersonal skills.

Highly competitive starting salary and excellent benefits negotiable depending upon qualifications and experience. Residency is a requirement within one year of appointment. More information about the community can be found on the Municipality's website at www.bethelpark.net.

Candidates will be required to consent to and undergo a thorough background investigation and pre-employment drug testing and to comply with all requirements of state law.

All candidates must submit resume (including comprehensive history of all prior employment for a minimum of at least the last 10 years), salary history, and references to: Bethel Park Manager c/o Tucker Arensberg, P.C., 1500 One PPG Place, Pittsburgh, PA 15222 or by email to bethelparkmanager@tuckerlaw.com on or before Friday, April 7, 2017. Applicants are also encouraged to submit a letter/narrative explaining why they believe they are able to perform the duties of the position.

The Municipality of Bethel Park is an Equal Opportunity Employer