

Huntingdon Borough, Huntingdon County PA is seeking qualified applicants for the position of Borough Manager. The manager's duties include preparing and administering the various budgets, overseeing the complete operation of the municipal government, which include grants administration, water treatment, wastewater treatment, maintenance and general administration. The manager is appointed by and serves at the pleasure of an elected 7-member council. Candidates must be computer literate with strong community relations ability, interpersonal and communication skills. Salary will be commensurate with qualifications and experience. Applicants should submit cover letter, a complete resume (to include education, experience, work and salary history), salary requirements and three professional references to Huntingdon Borough, PO Box 592, 530 Washington Street, Huntingdon, PA 16652 Attention: David Quarry marked personal by January 9, 2018, Additional information call Melody Parsons at (814)644-5845.

Huntingdon is the county seat of Huntingdon County and home to Juniata College a small privately owned liberal arts college of around 1500 students. Huntingdon County is located in south central Pennsylvania and lies entirely within the Juniata River watershed. The Juniata River has three principal branches, which join within the boundaries of Huntingdon County. The Raystown Branch of the Juniata was transformed in the early 70's with the construction of a flood control dam that created a large recreational pool of water that attracts over a million and a half visitors each year. Recreational opportunities abound here and have attracted a number of people to build homes or purchase second homes for seasonal use and the area is increasingly popular as a retirement location.

Huntingdon Borough has a population of around 7000 people and is a historical community with many significant buildings and districts. The Borough Government consists of a seven-member council, a Mayor, Borough Manager, Borough Secretary, and Chief of Police. The Police Department is supervised by the Chief of Police and the Dispatch Center is supervised by the Borough Manager and 911 Director. The Chief of Police reports to the Mayor. The other departments each with their own superintendent who report to the Borough Manager consists of: a four-employee water treatment department with a budget of 1.7 million dollars, a waste water treatment department with 6 employees and a budget of 1.5 million dollar, a maintenance department of 8 employees responsible for all of the boroughs infrastructure and a administrative staff of four employees. The general borough budget, water & sewer budgets, Isett Community swimming pool, cemetery budget and liquid fuels budget amounts to 2.6 million dollars.

Additional information about Huntingdon Borough and surrounding areas may be seen by visiting the various links on our web page at www.Huntingdonboro.com.