

**City of Pataskala
City Administrator**

The City of Pataskala (pop. 17,175; \$22.0 million annual budget) a family-oriented community east of Columbus, Ohio is currently seeking a City Administrator. The City of Pataskala is committed to local growth and economic development that is cohesive with old town history and rural charm. Pataskala has an historic downtown and a dedicated industrial parkway. The Administrator reports to the Mayor and a seven-member Council and is responsible for directing and supervising the administration of city departments except for the Pataskala Police Department. The City Administrator also represents the city on a variety of Licking County and local Boards and Commissions. A complete description of the position and its powers, duties and functions are listed in Sections 5.03 and 5.04 of the city's Charter, and can be found on the city's website (<http://www.cityofpataskalaohio.gov/government/charter/>). A recruitment brochure which provides comprehensive information on the community and the Administrator position can be found on our website (<http://www.cityofpataskalaohio.gov/city-of-pataskala-careers/>).

The ideal applicant will have a bachelor's degree from an accredited college or university in Public Administration or a related field demonstrating management skills. While a master's degree is preferred, a candidate presenting at least five years of municipal-government experience will be considered. The successful candidate will have meaningful municipal-government, water/sewer utility, and organizational experience, while demonstrating open communication, professionalism, and confidence. The city seeks a leader who understands and engages the community with integrity and accessibility, works to develop and implement strategies for operational and administrative success, and values, enforces and executes the strategies and goals of the City of Pataskala City Council.

Annual compensation for the position is \$90,000 - 120,000 DOQ, inclusive of residency incentives. The city offers a comprehensive health insurance package. Applicants should submit a completed city employment application, letter of interest along with a resume, salary history, copies of your educational transcripts and a minimum of 3 professional references. Apply by email to khoskin@ci.pataskala.oh.us with the subject: 'City Administrator'. The posting will remain open until filled, with the first round of reviews set to begin on February 18.

The City of Pataskala is an Equal Opportunity Employer