

HAMTRAMCK, MICHIGAN CITY MANAGER

Hamtramck, MI (pop. 22,423) – The City of Hamtramck is the most internationally diverse city per capita in Michigan. The city's two square miles are surrounded by Detroit and Highland Park and it has the distinction of being the most densely populated cities in the State. Hamtramck is a few short miles from downtown Detroit and just minutes from world class medical facilities, higher education, and museums. The city is conveniently located near major highways connecting it to Michigan's beautiful waterways and natural resources. Hamtramck is known as a warm community of close-knit neighborhoods, interesting shops and public art, excellent restaurants, and lively festivals.

Hamtramck is home to many thriving ethnic and community organizations and houses of worship. Dozens of languages are spoken throughout the city, contributing to a tapestry of cultural variety, making Hamtramck a vibrant and unique place that must be experienced to be appreciated. Hamtramck is a city with a strong sense of identity, which prides itself on welcoming new businesses, residents, and visitors to share its culturally rich assets. In recent years, as a result of difficult economic conditions, the city has dealt with budget deficits and declining revenues. The city is ready to write the next chapter in its resilient and interesting history.

Hamtramck is governed under a Council-Manager form of government. The city council consists of six seats. The mayor is elected separately, and votes only in the case of a tie, on ordinances and on the budget. According to the city charter, the city manager shall be responsible to the council and mayor for the administration of all city affairs. All department heads are under the administration of the city manager. At this time, the city is under the guidance of the State of Michigan Receivership Transition Advisory Board (RTAB) which oversees financial and other decisions made by city council and city management. The RTAB meets monthly with the goal of transitioning the city from State of Michigan oversight back to full local control. The city has 87 full-time and 20 part-time employees and a budget of approximately \$16 million.

The city is most interested in individuals who have strong knowledge of a wide range of local government issues, including a proven track record in finance, budget preparation, labor relations, grant writing and administration, inter-governmental relations, and cross-cultural interactions. Candidates must have the ability to communicate with elected officials, staff and public in a trustworthy and ethical manner. Ideal candidates will have experience working in diverse communities and experience in redevelopment, collaboration and economic development. Individuals who have the ability to think strategically and remain focused on the city's long term goals, while offering visionary leadership and high energy passion for local government, are encouraged to apply.

Candidates are required to have:

- Minimum of three years' experience as a city manager or assistant city manager in a city with a population of at least 10,000 (required by city charter).
- Be a member of a professional city/county manager association (required by city charter).
- After accepting employment, must live within a thirty (30) mile radius of the City of Hamtramck (required by city charter).
- Bachelor's degree in Business Administration, Public Administration or closely related field; Master's Degree in Public Administration or related discipline is strongly preferred.
- Starting salary is \$95,000+, DOQE.



Apply online at www.govhrusa.com/current-positions/recruitment with resume, cover letter, contact information and five (5) professional references by November 20, 2017; to the attention of Jaymes Vettraino, Vice President, GovHR USA, 630 Dundee Road, Suite 130, Northbrook, IL 60062 Tel: 847-380-3240.

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