

BOROUGH ADMINISTRATOR (Full or Part Time) – Borough of Englewood Cliffs, Bergen County, NJ. Borough form of government. “Located 3 minutes from the George Washington Bridge, Englewood Cliffs offers a dynamic suburban lifestyle. While being conveniently located just 9 miles from downtown New York City, Englewood Cliffs is also located close to 3 major airports and some of the best health facilities in New Jersey.” The Borough has a population of about 5300 residents within 3.4 square miles. The municipal workforce is composed of 165 full-time and part-time employees. The Borough's 2022 annual operating and capital budgets totaled \$21. The Borough's Moody's bond rating is “Aa2. The Governing Body seeks a fully qualified local government management professional for full-time with a minimum of 2-3 years of professional local government management experience. Parties interested in a significant part-time position are encouraged to apply.

The successful candidate will be non-partisan, of the highest integrity and a consensus builder, with substantial knowledge of municipal operations. While being innovative, they shall possess strong financial, budgeting, problem solving and technology skills. The Governing Body seeks a partner who is a strategist and who possesses well-developed interpersonal and public interaction skills to lead and manage a quality municipal team by example. Candidates should have a bachelor's degree. An advanced degree in public administration and/or certifications as CMFO, QPA and/or RMC would be a plus. For more information about the community, see <http://englewoodcliffsnj.org/> Compensation DOQ/E.

Candidates are **required** to send all pertinent documents including a cover letter (addressing the above positional expectations), resume, detailed compensation (not just salary) requirements and a list of at least 3 professional references as a single email attachment to lborchers@englewoodcliffsnj.org **by 10/31**. Mark Submission “Englewood Cliffs Submission”, EOE.