

## **Municipality of Pangnirtung**

## SENIOR ADMINISTRATIVE OFFICER

The Municipality is seeking a qualified candidate to be responsible for the senior management of the community. This position reporting to the Mayor and Council will be responsible to provide leadership in the operations and administration of the municipality including HR, finance and municipal services. Financial oversight and management in accordance with the *Hamlet Act* and Council direction along with staff development is a key component of this position.

## The successful candidate will have:

- a recognized degree in Public Administration or Business Management
- a minimum of three to five years Senior Management Municipal experience
- management and experience with the Hamlet Act and Collective Agreements
- integrity and the self confidence to lead and manage in a cross-cultural environment

The Municipality of Pangnirtung is on Cumberland Sound 50 miles south of the Arctic Circle. A full service northern community and great outdoor activities await an enthusiastic and adventuresome candidate

The Municipality of Pangnirtung offers a competitive salary and benefits package and furnished accommodations are available.

Resumé may be submitted to: pang\_sao@qiniq. com or by calling (867) 473-8953 asking to speak to the SAO.

This position will remain open until January 31, 2020.

The Municipality thanks all those who apply, only those selected for an interview will be contacted.