Town of Rosetown: Chief Administrative Officer (CAO)

The Town of Rosetown builds upon our sense of community, family values and historical heritage. Wide open minds working, living and playing in wide open prairie spaces. We are progressive with proactive plans to ensure a vibrant future. We maintain an atmosphere of trusting, honest and caring citizens in a safe, friendly and secure community. Rosetown supports high quality medical and health care, affordable housing and a diverse business centre while preserving its unique rural values.   Check us out at www.rosetown.ca.

A challenging and rewarding career opportunity exists in Rosetown as we invite applications for the position of Chief Administrative Officer (CAO). As the CAO you will provide leadership and guidance to Council, Town staff, Town management, and Residents.

Your municipal education background confirmed with a standard certificate issued by the Urban Board of Examiners is a requirement. This, combined with experience, will enable you to effectively advise and provide direction while you lead, mentor and facilitate the day to day management operations of the Town. You need to be a person who works well with people and has expert knowledge in municipal and financial administration. Coupled with strong human resource management skills, you will excel in this position. Your excellent communication and organizational skills will add to your effectiveness.

The Town of Rosetown offers a generous UMAAS guided salary combined with a benefit package second to none.

Begin your quest for the perfect career in our progressive community by submitting your resume in confidence by 4:00 p.m. Tuesday, May 31, 2022 to:

> Town of Rosetown
> Confidential: Chief Administrative Officer
> Box 398
> Rosetown, SK   S0L 2V0
> Email: administrator.rosetown@sasktel.net

If you require more information about this exciting opportunity, contact CAO Michele Schmidt at (306) 882-2214.

We thank you for your interest in our community however only those selected for an interview will be contacted.