

**SISKIYOU
COUNTY**
Is seeking

COUNTY ADMINISTRATIVE OFFICER
Application Deadline: March 16, 2012

The Board appoints the County Administrative Officer (CAO), as well as other non-elected Department Heads. The County's budget is approx \$118 million w/ approx 590 FTEs. The mission of the CAO is to provide leadership and guidance to the County organization in implementing Board policy while improving the effective operation and fiscal integrity of the County. The CAOs Office is responsible for: Budget, County Administration, Personnel/Labor Relations and Purchasing/Risk Management. Experience and Education: BS/BA Degree in public or business administration other related fields from an accredited college or university; 7 years of increasingly responsible management experience in a public administration position, with at least 3 years of which must be experience in a high-level administrative or executive capacity preferably within the State of California- Salary will be negotiated with the Board of Supervisors. For complete recruitment brochure or to be considered for the position please contact:

Siskiyou County Personnel Department
PO BOX 750
Yreka CA 96097
1-888-854-2000 ext 8006
530-842-8006