



DEPUTY COUNTY ADMINISTRATOR, SENIOR DEPUTY COUNTY ADMINISTRATOR, OR ASSISTANT COUNTY ADMINISTRATOR

INYO COUNTY (Eastern Sierra), CA

The County of Inyo seeks a hands-on leader to serve as a full-line assistant to the County Administrator. In addition to carrying out countywide administrative supervision for the Board of Supervisors, the County Administrative Office is responsible for a wide variety of services and programs, including:

- Budget and Finance
- Board Clerk
- Economic Development
- Emergency Services
- Information Services
- Integrated Waste Mgmt.
- Library Services
- Motor Pool
- Museum Services
- Parks & Recreation
- Personnel
- Purchasing
- Risk Management

Individuals with training and experience in any of these program areas are invited to apply for this rewarding career opportunity. Candidates possessing the strongest skills in any of the program and service areas identified above will be invited to explore how they might best fit in our fast-paced, diverse, opportunity-rich, and fun work environment.

Salary: Deputy CAO - \$6370-\$7740/mo; Senior Deputy CAO - \$7026-\$8540/mo.; Assistant CAO - \$7747-\$9421/mo.; with an excellent benefit package, including CalPERS retirement (2% @ 55, County pays employee contribution). County pays up to \$1229 of medical monthly premium for employee and dependents, 100% of monthly premium for dental, vision, and life insurance.

Education/Experience: A typical minimum demonstration of required knowledge and skills would be the equivalent to a bachelor's degree from an accredited college or university with major coursework in a related field, with four (4) years of progressively responsible professional administrative experience in a governmental agency, including at least two (2) years of management responsibility.

The Area: This is a rare and often desired opportunity to live in the majestic Eastern Sierra. Leave crowds and congestion behind and enjoy smog-free air, clear lakes and streams, infinite open space, and four-season outdoor adventure.

Authority has been given to fill this position at the Deputy County Administrator level. If the position is to be filled at above the Deputy County Administrator level, Board of Supervisors approval will be necessary. For a job description and an Inyo County application form, visit <http://www.inyocounty.us>. **Application deadline: OPEN UNTIL FILLED (Interested applicants should apply immediately).** Inyo County application form with a letter of interest and your resume, including salary history and five work-related references (who will not be contacted until mutual interest is established) should be sent to: Inyo County Personnel Department, P.O. Box 249, Independence, CA 93526, (760) 878-0407. Must apply on Inyo County application form. EOE/ADA.