

County Manager - Duplin County (2015 population 59,159)

The experienced manager will plan, direct and coordinate the overall operation of the county; ensuring professional operations; staffing and budgeting; advising, and assisting the five (5) member board of commissioners on operations and governance. The manager must be able to communicate effectively with the board, the public and various agencies. The manager must also be able to supervise and work collaboratively with county department heads. The manager must prepare reports to the Board of Commissioners on the operation of the county and the assumption of duties as the County's budget officer responsible for the beginning annual operating budget of \$73 million with 525 full time and 65 part time employees.

Qualifications

A minimum of a Bachelor's degree with emphasis in Public or Business Administration, Economics, Finance or related field is required; a Master's degree in a similar field is preferred. Supplemented by five (5) to eleven (11) years of experience and/or training that includes progressively responsible managerial and fiscal leadership experience in governmental policy and procedures, including thorough knowledge of State law governing County administration or have at least five years of upper level management experience in Public, Military or Business Administration.

Special Requirements

Successful candidate must either relocate or maintain a primary residence in Duplin County. Candidate must pass pre-employment drug screen, background and driver's license check. Interested candidates should submit a cover letter, detailed resume with references, college transcript and a completed Duplin County application online or to the Duplin County Human Resources Office, PO Box 910, Kenansville, North Carolina 28349 to the attention of the HR Director, Pam Brame. All applications should be received by Friday, October 20, 2017, 5 pm to be considered. "Equal Opportunity Employer."

Salary is negotiable based on candidate's qualifications and experience with the minimum salary beginning at \$74,299K and ranging to \$131,945K annually.

Applications and additional information on the county may be obtained at www.duplincountync.com

Miscellaneous Information

Duplin County is located in the Southeastern Coastal Plain of North Carolina. Duplin County is the 9th largest county in the state and is 75 miles from Raleigh and 60 miles from Camp Lejeune, Wilmington and the Atlantic Ocean. Duplin County is primarily an agricultural county and combined with neighboring Sampson County, produces about 1/6 of the world's food supply. The county is also known for its wine, the largest winery in the southeastern United States, and the largest in the world producing wine from the muscadine grape. The county seat is Kenansville with 9 surrounding incorporated towns.