



MOBILE COUNTY

Mobile, Alabama

is recruiting potential applicants for the position of:

COUNTY ADMINISTRATOR

Salary Range: \$135,902 - \$217,260

HIRE RATE: \$135,902 - \$169,723 (depending on qualifications) *

*In accordance with Personnel Board Rule 5.2 (A), at the discretion of the Appointing Authority, an applicant may be appointed up to the mid-range of the pay plan for professional and technical classifications.

Description: The County Administrator performs highly responsible administrative and executive managerial work in providing strategic leadership for the overall administrative operations of county government for the Mobile County Commission.

The County Administrator for Mobile County will supervise and provide general administrative direction over the following departments:

Parks	Finance
Environmental Enforcement	Accounts Payable
Environmental Services	Payroll
Animal Control	Purchasing
Voting Machine Maintenance	Public Affairs & Community Services
Risk Management	Highway Traffic Safety Programs
Telecommunications	Senior Citizens Programs
Human Resources	Building Maintenance
Community Development Block Grant and HUD programs	Information Technology
	Electronics

Minimum Qualification Requirements: Attainment of a minimum of a bachelor's degree from a recognized college or university in public or business administration, accounting or related field, preferably supplemented by graduate course work, and a minimum of five years increasingly responsible administrative and senior management level experience directing financial, operational and strategic functions, preferably in a governmental agency; or a combination of education and experience equivalent to these requirements.

About Mobile County

www.mobilecountyal.gov/index.html

“The Mobile County Commission consists of a three-member body, which is governed by the laws of the Alabama Legislature. Mobile County is primarily an administrative and executive arm of government. The duties of the Commission include budgeting for all county departments, county agencies and infrastructure maintenance. With limited resources, the Commission provides innovative and efficient customer service to residents in one of the nation’s fastest growing counties. Our cooperative spirit, coupled with a global vision for tomorrow and a tradition of excellence, will help us build a better Mobile County.”

Mobile County is located in southwest Alabama and has an approximate population of 415,000. With an annual average temperature of 67°, Mobile is home to various industries with significant economic and global impact, and we are in close proximity to Gulf Coast beaches. For more information about Mobile County, the City of Mobile, and the surrounding area, visit www.mobilecountyal.gov, www.mobile.org and www.mobilechamber.com.

To learn more about Mobile County and Mobile County government, including information about the 2018-2019 Fiscal Year Budget, visit <http://www.mobilecountyal.gov/index.html>.

How to Apply

Applications are accepted through the [Mobile County Personnel Board](#) utilizing an online application process. Visit the Mobile County Personnel Board website at www.personnelboard.org and select the Employment tab to view the list of job postings. On the job posting for County Administrator, select the “Apply” link to create a JobOpps account and apply for the position. Applications, once submitted, are final; therefore, all documentation to be considered (college transcripts, certifications, licenses, etc.) must be attached to the application at the time of submission. [College Transcript Information](#) may be found on the left side of the Job Opportunities page.

Benefits

Benefits include 10 days annual vacation with accumulation to 35 days (the number of days earned increases based on years in the Merit System, with a maximum of 25 days per year for 25 or more years of service), 10 days paid annual sick leave with no limit on accumulation, retirement through Retirement Systems of Alabama, 14 holidays per year (may vary by year), medical/dental insurance, life insurance, employee credit union, opportunities for continuing education and self development through formalized academic programs and internal training programs.

Applications for this job posting will be accepted by the [Mobile County Personnel Board](#) until May 22, 2019 (11:59 p.m.).

For more information about the Mobile County, visit www.mobilecountyal.gov/index.html.