

# City of Lemoore Salary & Benefits

*The salary for the City Manager is open and negotiable, depending on qualifications. Appointment may be made at any salary range and step.*

**Retirement** –The City participates in CalPERS 2% at 55 with the City paying the employee share for classic CalPERS members, and 2% @ 62 without City-paid employee share for those new to the California Public Employees Retirement System.

**Deferred Compensation** - 4% if employee contributes at least 2%

**Health and Dental** - 70% paid by City

**Vacation** - sliding scale starts at 11 days with up to 20 days annually

**Sick Leave** - 1 day per month bankable and convertible to CalPERS credit with no cap

**Life Insurance** - \$20,000 term coverage paid by City

**Disability Insurance** - State disability insurance paid by City

**Other Benefits** - Tuition reimbursement up to \$3,000 per year and separate graduate programs for management up to an additional \$5,000, housing assistance up to \$10,000 allowance forgivable loan



To Apply Visit

[www.lemoore.com](http://www.lemoore.com)



Human Resources Office  
119 Fox Street  
Lemoore, CA 93245  
Phone: 559-924-6700

*Application materials are available at [www.lemoore.com](http://www.lemoore.com). Submit a resume and City of Lemoore Employment Application to the Human Resources Department by June 15, 2013. Candidates must clearly demonstrate through their application materials that they meet all employment qualifications outlined. Following the closing date, all applications and resumes will be reviewed. The most appropriately qualified candidates may be asked to provide supplemental information and a select group of candidates will be invited to participate in further assessment, including an oral exam. The final candidates will be asked to provide work-related references and consent to a background and credit check before a final interview with the City Council. References will only be contacted when mutual interest is established.*

Final Filing Date: June 15, 2013



## THE CITY OF LEMOORE, CALIFORNIA

is pleased to announce it is currently recruiting for the position of

# CITY MANAGER

*Base salary is negotiable DOQ*



The City of Lemoore is a financially stable charter city municipality operating with a Council Manager form of government. Under this type of government, the elected City Council establishes policy and the City Manager is responsible for executing such policy. Accomplishment of the City's mission is the responsibility of the City Manager through the heads of the various departments, including Finance, Public Works, Parks and Recreation, Police, Planning, and Volunteer Fire Departments.

The City of Lemoore has an \$8.3 million General Fund Budget with a healthy \$6.6 million reserve. There are also four enterprise funds with revenues totaling \$10.7 million annually.

## The Community

The City of Lemoore, population approximately 25,000, is in the central San Joaquin Valley. Lemoore's population continues to grow as new residents are attracted to the high quality of life and available economic opportunities.

The tree-lined streets of Lemoore's healthy and vibrant downtown feature a full array of gift shops, boutiques, clothing stores, salons, banks, and florists. Lemoore combines the best of small town living with modern conveniences. The City of Lemoore has three grocery stores, a community college, a new 10-screen stadium seating movie theater, and much more. Lemoore is an affordable place to live and has a wide variety of quality homes starting around \$175,000. Major employers in the City include Leprino Foods and Olam Tomato Processors.

## The Position

While the City Council and City Manager recognize that there are clear lines between the legislative and administrative branches of city government, they are committed to work together in a team approach to meet the needs of the community.

Operationally, the City Manager must focus on the goals of the City Council and work to achieve those priorities. Internally, a greater level of information sharing will be vital in the efforts to move in a direction consistent with Council goals. Organizationally, the ongoing transition of the workplace will require attention as recruitment, retention, and succession planning efforts become more important.



## The Ideal Candidate Will Be

- (Traits defined by Council)
- A dynamic leader who will foster strong relationships with department employees and other City staff
- A solution oriented individual with high standards of performance and customer service
- A true financial expert with experience and awareness of current economic trends as well as knowledge of policies and legislation which affect government finance and accounting
- Able to develop and manage sound fiscal policies and be effective at communicating these policies to the City Manager, elected officials, and staff

## Experience and Education Requirements

- Equivalent to a Bachelors degree from an accredited college or university with major course work in public administration, business administration, or related field. An advanced degree in public administration or a closely related field is desirable.
- Seven years of increasingly responsible experience in municipal government, including five years of administrative and supervisory responsibility.
- Background as a City Manager, Assistant/Deputy City Manager, Department Head or other public sector executive is preferred .

## Qualified Applicants will have the ability to

- Prepare clear and concise administrative and financial reports
- Prepare and administer large and complex program budgets
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals
- Communicate clearly and concisely, both orally and in writing
- Establish and maintain effective working relationships

## Qualified Applicants will have working knowledge of

- Operational characteristics, services and activities of a municipality
- Advanced principals and practices of public administration
- Principles and practices of program development and administration; municipal budget preparation and administration; personnel administration; supervision, training, and performance evaluation; and business letter writing and report preparation.
- Rules and regulations governing public meetings.
- Pertinent Federal, State, and local laws, codes, and regulations.