

***Director of Administrative Services – Effingham, Illinois***

The City of Effingham, IL (12,384) is seeking candidates for the newly created Director of Administrative Services position. In addition to serving as the chief financial officer of the city, the position is also the chief administrative officer. Effingham is an historic, stand-alone community located approximately 100 miles east of St. Louis, 120 miles west of Indianapolis and 200 miles south of Chicago. The City seeks experienced, progressive candidates.

The Director reports to a five member City Council. The City is seeking energetic candidates with successful background of service as a city administrator, assistant administrator, financial manager or in similar public sector position. MPA in public administration preferred. Starting salary \$105,000 +/- depending upon qualifications and experience with excellent benefits package. Additional information on the position is available in the brochure attached to this email. Residency required.

Send resume, cover letter, and contact information with five professional references by August 20<sup>th</sup> to Karl Nollenberger, Vice President, Voorhees Associates, 500 Lake Cook Road, #350, Deerfield, IL 60015 (847-533-0145) or Email to [resume@voorheesassociates.com](mailto:resume@voorheesassociates.com)