

**City Manager, City of Vidor (10,579):** Chief Executive & Administrative Officer of the City. Responsible to the City Council for administration of all city affairs assigned to the manager by charter, ordinance or directive. Appoints/hires directors of departments; prepares policy and procedural proposals for review and adoption by Council; prepares budget and fiscal report annually and submits to City Council for adoption; attends meetings of the City Council to receive instruction and policy and to explain operations.

**Education and Experience:**

**Required Education:** Bachelor's Degree in Management or related field, or ability to complete the degree within one (1) year of employment.

**Preferred Education:** Bachelor's Degree in management or related field.

**Required Experience:** A minimum of five (5) years of management experience.

**Preferred Experience:** A minimum of five (5) years of management experience, with three – five (3-5) years of municipal, governmental or administrative-related management experience as a city manager, assistant city manager, director, assistant director, deputy director or like position.

**Salary and Benefits:**

**Salary:** Dependent upon qualifications and experience.

**Benefits:** Benefits include health, dental and life insurance and retirement match of 14% of salary.

The position will remain posted until filled. Applications will be reviewed on a rolling basis as received. Please submit a resume and cover letter to City Secretary, City of Vidor, 1395 North Main, Vidor, TX 77662 or email [vwatson@cityofvidor.com](mailto:vwatson@cityofvidor.com).

*(Per the City Charter, residency within the city limits within ninety (90) days is a requirement for this position.)*