

EMPLOYMENT OPPORTUNITY MUNICIPAL SERVICES DIRECTOR



Starland County is seeking a highly motivated individual to join our team as the Municipal Services Director (MSD). The MSD is responsible for the coordination of all water and wastewater facilities, municipal planning services, disaster services, and regional communications. As the MSD, you must have effective communication, interpersonal, problem-solving, and organizational skills. Excellent leadership, supervisory and management skills are necessary. The successful candidate will have the ability to manage administrative tasks accurately and efficiently with a strong attention to detail. This role is fast paced and can be highly demanding therefore multitasking skills are essential.

The preferred qualifications for this position include:

- ✓ Minimum of five (5) years of progressive experience working in a senior administrative support role preferably within a municipal environment
- ✓ Minimum of 5 years of supervisory experience
- ✓ Maintenance and repairs to water distribution and treatment facilities
- ✓ Valid Class 5 operator's license
- ✓ Small systems in water and wastewater certification would be considered an asset
- ✓ Municipal Disaster Services Training
- ✓ Applied Land Use Planning Certificate
- ✓ Alberta Fire Training Certification Program

Starland County has a population of approximately 2,000 people. Working with the CAO, Council, and members of the senior management team, opportunities to tackle strategic projects and demonstrate leadership will create a progressive and accomplished municipality. The right candidate will be willing to go the extra mile for a polished presentation, dive deep into the data to help deliver comprehensive and factually supported project proposals and contribute on ideas and concepts drawing from their own professional background and education.

This opportunity is a full-time permanent position with a 40 hour work week, Monday to Friday. The salary range for this position is \$90,000 - \$157,000. We offer a competitive benefits and pension package. The successful candidate will be required to provide a criminal record check and must be bondable. And in accordance with our Substance Abuse Prevention Policy, pre-employment drug and alcohol testing is required prior to commencing employment as well as a drivers abstract to be completed.

If this opportunity is of interest to you, please forward your cover letter and resume to the address below. This opportunity will remain open until July 10, 2026, or until a suitable candidate is found. For additional information about the job description or our municipality, please see our website at www.starlandcounty.com.

Starland County
Box 249 Morrin, AB T0J 2B0
Attention: Human Resources
Email: hr-office@starlandcounty.com

We thank all applicants for their interest, however, only those selected for an interview will be contacted.