

The Borough of New Cumberland, Cumberland County, Pennsylvania, is seeking applicants for the position of Borough Manager. The vacancy was created with the recent retirement of the Borough Manager. The Borough of New Cumberland is on the eastern boundary of Cumberland County at the confluence of the Susquehanna River and the Yellow Breeches Creek. The municipality has a population of approximately 7,300 persons, 25 full-time employees and has an annual total budget of six million dollars. Departments include Administration, Library, Police, Public Works, Code Enforcement and Planning.

The Borough Manager is the Chief Administrative Officer of the Borough and is responsible to Borough Council for the administration of the affairs of the Borough except for the Police Department. An elected Borough Council sets the policy and direction; the Borough Manager oversees the day to day operations. Applicants should have extensive knowledge of budgeting, finance, grant applications, personnel administration, purchasing and contracts, public works, zoning and code enforcement. Excellent verbal and written communication skills are essential. Salary negotiable with full benefits package. Residency is not required though close proximity to the Borough of New Cumberland will be important.

To apply for this position send résumé, letter of interest and professional references to ncb@johnsonduffie.com before January 15, 2018. All applications shall be kept in strict confidence. A detailed job description and the Borough Manager Ordinance may be viewed at <http://newcumberlandborough.com/>.