

# Job Opportunity

## Town of Dresden Town Administration/Treasurer

The Town of Dresden, Maine is seeking qualified candidates for the position of Town Administrator/Treasurer. Dresden operates as Town Meeting form of government, and has a municipal budget of \$1.15 million with 8 FT and PT municipal employees. The Select Board is seeking an individual with strong budget and financial management skills, experience developing and managing a team, knowledge of public works and solid waste operations, and experience with general municipal office operations and TRIO software. Candidates should also possess excellent communication, organizational and problem solving skills, and have demonstrated leadership ability. Municipal management experience is preferred, but candidates with comparable work experience are encouraged to apply. Salary negotiable based on experience and training.

Submit resume and cover letter to the Hiring Committee by email at [Tax@townofdresden.com](mailto:Tax@townofdresden.com); by fax at (207) 737-2191; or by US mail at:

Hiring Committee  
Town of Dresden  
PO Box 30  
Dresden, ME 04342

Incomplete applications will not be considered. The Hiring Committee will conduct their first review of applications on Tuesday, October 13<sup>th</sup>, but the job posting will remain open until the vacancy is filled.

Dresden is an Equal Opportunity Employer