

JOB ANNOUNCEMENT FOR CITY OF EAGLE LAKE, TEXAS

CITY MANAGER

Job Description:

Eagle Lake is a city in southeastern Colorado County, Texas, United States. The population was 3,442 at the 2020 census. The City is home to a golf course, the largest private lake in Texas, and the Eagle Lake Regional Airport, which serves light aircraft. The lake, along with adjacent rice fields, attracts a large variety of migratory birds. The City is known as the "Goose-hunting Capital of the World" and borders a wildlife preserve. Eagle Lake's residents have relied largely on agriculture but today, the City is diversifying its economy with a strong emphasis on bringing new industry into the area as well as helping existing businesses prosper and grow.

The City of Eagle Lake is a Type "A" General Law City with an Aldermanic form of government. Eagle Lake has an elected Mayor and five separately elected City Councilmembers. The City Council appoints the City Manager. The City Manager makes recommendations to City Council to adopt policies for the benefit of the health, safety, and welfare of the City.

The City Manager is responsible for all departments, budget preparation, personnel matters, code enforcement, long-term planning, and economic development. The City Manager candidate must possess a strong administrative background, good communication skills, the ability to multi-task, and must be a problem solver. The candidate must be comfortable with the largely rural setting of Eagle Lake and is expected to be actively engaged in the community.

The City has a Police Department, Volunteer Fire Department, Airport, Municipal Park with a Golf Course, and provides utilities to the City.

Eagle Lake is financially sound. The City's General Fund Budget for FY 2021 is \$5,477,000.

Learn more by visiting the official site of the City of Eagle Lake, Texas www.coeltx.net.

Requirements:

The City Council is seeking candidates who have a bachelor's degree in Public Administration, Business Administration, or a related field, and at least five or more years of municipal management experience as a senior-level government leader. Experience as a City Manager or Assistant City Manager; or 10 years minimum experience in performing the above duties is acceptable in lieu of a degree. The City Manager candidate must possess a valid Class C Texas Driver License with a satisfactory driving record.

Compensation:

D.O.Q. The competitive compensation package is negotiable upon the background and qualifications of the person selected. The City has a generous benefits program including medical coverage (employer paid health, dental, vision, life/ADD), Texas Municipal Retirement System (employee contribution 6%, city match 2:1, 5-year vesting), paid vacation, sick leave and holidays.

To Apply:

The position will remain open until filled. Blank applications are available online at www.coeltx.net. The completed application with resume can be submitted in person, by mail or via online or email submissions to City Secretary (citysecretary@coeltx.net), City of Eagle Lake, P.O. Box 38, Eagle Lake, Texas, 77434.

The City of Eagle Lake is an Equal Opportunity Employer and encourages applications from eligible and qualified persons regardless of race, gender, color, religion, national origin, age, disability, sexual orientation, or gender identity.

The City of Eagle provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application or hiring process, please contact the City of Eagle Lake at (979) 234-2640.

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