

JOB ANNOUNCEMENT

The City of Norwich announces a closed promotional and an open examination to fill a vacancy and establish an eligibility list for the following classification:

54658 – DIRECTOR OF COMMUNITY DEVELOPMENT

Community Development Department

Open Until: Wednesday, July 6, 2022 at 04:30 PM EST

Rate of Pay: \$82,113.40 - \$85,683.54



General Description

This is highly responsible managerial and administrative work involving the management of the Community Development Block Grant and other related federal, state and local programs. Work involves responsibility for effectively administering these funding programs in compliance with the policies and regulations of the funding agencies. Duties include planning, directing and coordinating department activities related to Community Development Block Grant programs. This position also has the responsibility for making difficult administrative and program coordination decisions. The work requires that the employee have considerable knowledge, skill and ability in the management and administration of government funded programs.

Qualifications

A bachelor's degree from a recognized college or university in public administration, urban planning or a related field, plus three or more years' experience in municipal planning and/or administration of funding programs or any combination of education, training and experience which provides a demonstrated ability to perform the duties of the position. Recent experience administering, applying for, and managing significant state & federal grants, specifically including CDBG, required. Must have valid driver's license.

Important Information

In order to be considered, applicants must demonstrate on their application they meet the minimum qualifications as stated in the job announcement.

You must reside within the State of Connecticut, 60 miles from Norwich within one year of appointment.

The complete job description is available online.

Examination will consist of 100% written OR 100% oral OR 50% written and 50% oral OR 100% experience and training.

To apply visit our website at www.norwichct.org/hr.
For questions or additional information, call (860) 823-3836.
AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

6/15/2022

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