



## **CHIEF ADMINISTRATIVE OFFICER**

The Rural Municipality of Hanover is located in south eastern Manitoba within twenty minutes of Winnipeg with a population of approximately 12,000 people residing within five urban centres and the rural area. The region has an approximate trading area of over 50,000 persons and continues to grow faster than any other area in the Province of Manitoba.

Council requires the services of a qualified Chief Administrative Officer (CAO) to provide professional leadership and direction for the Rural Municipality (RM).

Responsibilities include general supervision of various departments, as well as the development of policies and programs for the approval of Council. As the administrative head of the RM, the CAO is responsible for the overall operation of the RM in accordance with the objectives, plans, programs, and policies approved by Council and in accordance with the various Provincial or Federal statutes and municipal by-laws.

With your relevant post-secondary educational background, complimented by at least 5 years of experience as a CAO, along with a thorough knowledge of municipal governance at this level, you will be able to lead the organization as it grows in accordance with the Council's vision and mission.

Interested candidates are encouraged to electronically submit their resume, a covering letter, three work related references, and salary expectations to the following address by no later than 4:00 pm on February 13, 2012 to:

[sdv.hmc@shaw.ca](mailto:sdv.hmc@shaw.ca)

RE: RM of Hanover CAO Competition

Inquires may be made to:  
Dean Yaremchuk, Senior Partner  
HMC Management Inc.  
1.204.870.0236

A CAO Opportunity Profile is available upon request.

Only those candidates selected to be interviewed will be contacted.