

Tremonton, Utah, is seeking
candidates to serve as the next

CITY MANAGER



The Tremonton City Manager is the Chief Administrative Officer and works with elected officials as they develop policies for the City and ensures that laws and policies approved by the elected officials are equitably enforced throughout the City.



WHO WE ARE

Tremonton is a unique city focused on connections. We are connected with our rich heritage as a town founded by immigrants who created a welcoming, supportive community. We are connected in our vision of a bright future that remembers our roots, preserves our values, and grows with intelligence and intention without compromising what makes our city special. We are connected to each other through our small town spirit where neighbors know and help one another and residents and city officials alike listen and collaborate. We are connected to the land and nature with beautiful outdoor surroundings, fun adventures, and agricultural ties. We are connected to all that our valley offers - meaning work, quality education, entertainment, incredible outdoor adventure, and more - as well as the world at large with easy access to key highways and lightning-fast internet connection. Tremonton is a City of Connections, and it's what makes our town a gem of Northern Utah.





Discover Tremonton City, UT

Tremonton City is located in the heart of northern Utah, it is a vibrant community of approximately 12,000 residents. Our unique location offers views of the majestic northern Wasatch Mountains and is east of the expansive northern tip of the Great Salt Lake. The Bear and Malad Rivers flow through the fertile Bear River Valley, creating a landscape rich with hills and productive agricultural lands. A hub for commerce, recreation, sporting, and cultural activities, Tremonton is the Heart of the Bear River Valley and serves the smaller communities in the area. Tremonton is also conveniently located just 1.5 hours from Salt Lake City, Utah's State capital.

As a full-service municipality, Tremonton City boasts multiple dynamic departments, including Police, Fire/EMT, Water, Sewer, Wastewater, Storm Drain, Streets, Parks and Recreation, Library, Senior Center, Food Pantry, Recorder, Treasurer, Human Resources, and Justice Court. With a dedicated workforce of 75 full-time equivalent staff, we manage an operating budget of approximately \$15 million and an equal amount for capital budgets in 2024. Guided by a committed Mayor, a five-member City Council, and the City Manager, Tremonton is a growing community that cherishes its small-town essence.

Tremonton has been called "Utah's City of Murals" and has won Best of State in Public Art 8 of the last 9 years and is home to the Box Elder County Fairgrounds.

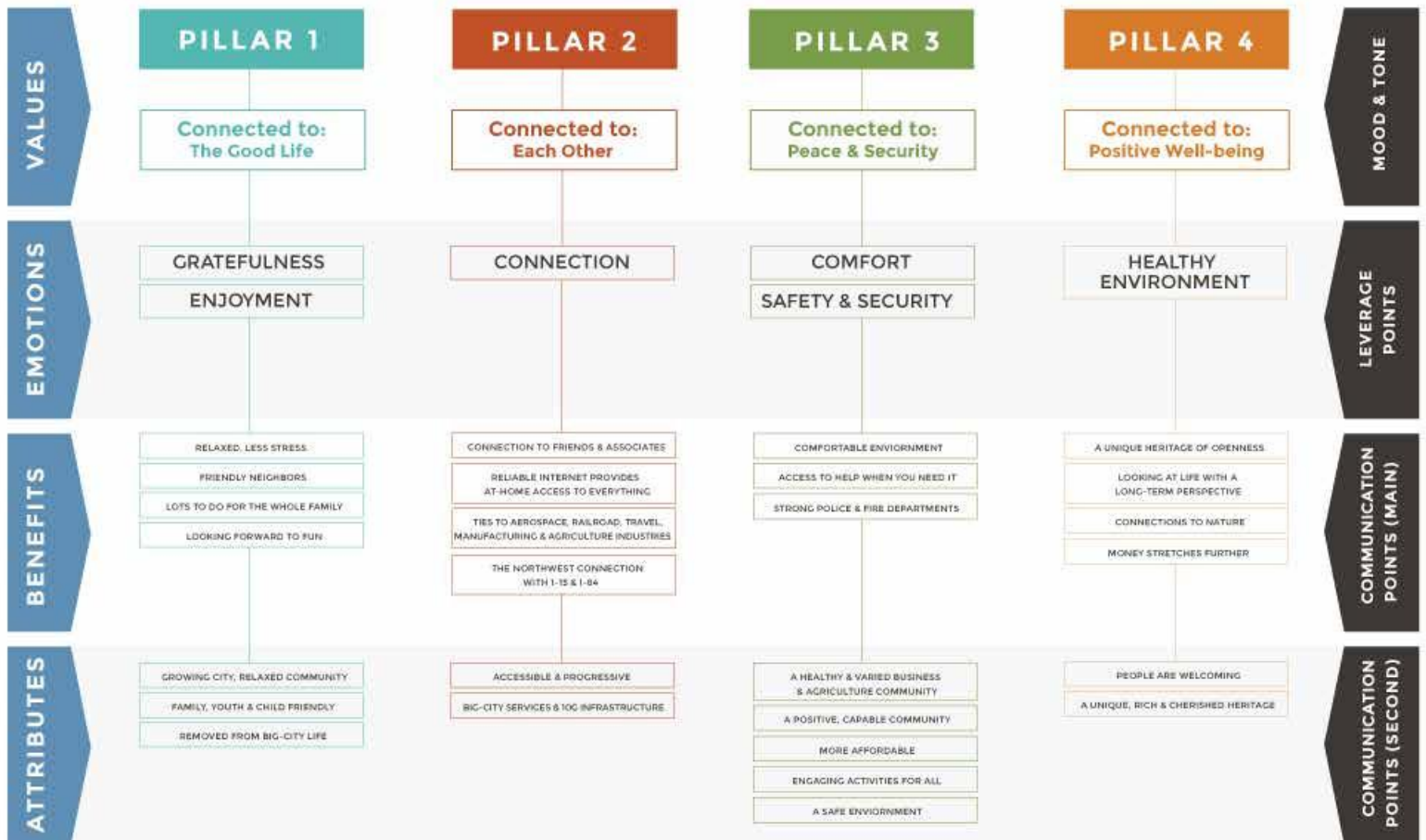
Our Foundation

Our Mission:

Create a safe and welcoming community where neighbors feel connected to each other and can enjoy life.

Our Vision:

Be a connected community with a vibrant and welcoming feel.





Tremontion City Manager

Supervision:

- Given: City Department Heads
- Received: Mayor and City Council

Wage:

- \$100,000 - \$125,000
(depending on experience)

Benefits:

- Full-Time, Exempt (salary)
- Medical, Dental, Vision, Life
- 14 Paid Holidays
- Paid Vacation
- URS Retirement System
- Sick Leave

Closing Date:

- May 1, 2024

Application Process:

- Comprehensive job description is available at www.tremontioncity.org
- Interested candidates must submit a completed Tremontion City employment application, resume, and a cover letter by e-mail to Inessen@tremontioncity.com or deliver to:
Tremontion City Offices,
102 S. Tremont St.
Tremontion Utah, 84337



Scan Code
for application
Tremontioncity.org

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Join Our Leadership Team

We are seeking a City Manager who embodies forward-thinking leadership, employee-focused management, to act as a catalyst for economic development, and offer commitment to excellence in city governance. This role is pivotal in maintaining our tradition of respectful, high-quality, and proactive City Management services.

Essential Qualifications:

- A Bachelor's Degree in Public Administration, Business Management, Accounting, or a related field.
- Over ten (10) years of relevant experience, with at least six (6) years in a supervisory and municipal administration capacity.
- Preference for candidates with a Master's Degree.
- Residency within Tremontion City limits post-appointment (exceptions may apply under specific circumstances).

What We're Looking For:

- Exceptional leadership and management track record.
- A vision for economic development in Tremontion City.
- High ethical standards and personal integrity.
- A collaborative and cooperative approach to service delivery.
- Ability to inspire confidence through professional conduct, expertise, and interpersonal skills.
- The selection process may include oral interviews, essay responses, drug screening, personality assessment, background checks, and review of previous performance evaluations.

The above statements are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. This updated job ad supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time. Tremontion City is an EEO/ADA employer.