

CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT
ONE CITY HALL PLAZA
MANCHESTER, NH 03101-1932
TEL. 603-624-6543 (VOICE/TTY)
FAX. 603-628-6065



SENIOR SERVICES DIRECTOR

(Announcement Number R-29-15)

Grade 20

Starting Salary: \$52,311.19 - \$74,583.27 – plus extensive benefits package
40 hours per week – Monday through Friday

THE JOB:

Plans, organizes and directs the operations and activities of the Elderly Services Department as well as providing administrative oversight to all operations and activities. Performs directly related work as required.

MINIMUM

QUALIFICATIONS:

Graduation from an accredited college or university with a Master's Degree in Social Work, Public Administration or closely related field; and extensive experience in Elderly Services programs, including some supervisory role; or Equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

NOTE: Offer of hire conditional on candidate's ability to complete essential job functions, with or without accommodations, as determined by medical exam.

APPLICATION

PROCEDURES:

Although submission of a resume is optional, candidates must complete a City of Manchester Employment Application, available at above address or online:
www.manchesternh.gov/jobs

OFFICE HOURS:

Monday through Friday, 8:00 AM to 5:00 PM

OPENING DATE:

May 20, 2015 **CLOSING DATE:** Open until filled

The City of Manchester is an Equal Employment Opportunity Employer

*****PLEASE POST*****