



**Position:**                **General Manager**

**Posting Close Date:**    Review of applications will continue until the position is filled.

**Pay Range:**                \$137,480.29 - \$196,400.41 annually

**Please note:**              Actual starting pay will be determined at the time of offer based on the experience, education and training of the successful candidate.

### **Position Description**

Austin Utilities is seeking a talented and self-driven individual to lead our organization. Under broad policy guidance of the Board of Commissioners, performs high-level administrative, technical and professional work in directing and supervising the administration of Austin Utilities. Plans and direct the operations of the utilities to maintain a competitive position in the delivery of electric, water and gas commodities to its customers. Establishes current and long-range objectives, plans and policies for the utilities. Ensures adequate plans for future development and growth of the utility are in place to meet the utilities' customer and employee needs. Ability to always maintain personal and professional integrity, consistent with our mission and values.

### **Key responsibilities include but are not limited to:**

- Strategic Leadership
- Operational Oversight
- Community Engagement
- Financial Management
- Personnel Management

### **Why should you apply?**

Austin Utilities has been recognized as one of the "Best Places to Work" in Southeast Minnesota. As the leader of our organization, you will have the opportunity for personal and career development to advance your professional career as you demonstrate your expertise across all department levels. You will have the opportunity to work with a very dedicated team of professionals who are passionate in their service to our community. And, we offer a work environment where work-life balance is realized.

### **What will it take to be successful?**

- Four-year bachelor's degree in business, engineering or public administration
- Ten (10) years of related experience, ideally in a utilities environment
- Knowledge of public sector organizational operations
- Supervisory experience, both within and across departments
- Focus on strategic initiatives regarding technology deployment, including cyber security
- Proficiency in budgeting and financial oversight of a department or organization
- Proficiency with PC's, technology and applications to complete job responsibilities
- Personal skills to include a willingness to assign a high priority to customer satisfaction, excellent oral and written communication skills, including public relations, ability to work compatibly with Austin Utilities' employees and customers, ability to perform under pressure and attention to detail



- Ability to negotiate, make decisions, and organize workloads. Ability to maintain composure in stressful situations. Ability to exercise good judgment in analyzing transactions
- Must be willing to travel as needed and spend significant time, (5-10%), as an active member in community and utility-related organizations
- Must be a customer of Austin Utilities
- Required to submit to pre-employment and post-accident drug, alcohol and cannabis testing
- Complete any required courses or training as assigned

**What a career at Austin Utilities can offer you...**

As a community-owned enterprise for over 100 years, we offer the stability of providing a required service and commodity for our community. We are a diverse team of professionals who take pride in delivering exceptional service to our community through new and innovative technologies. We understand employees have competing priorities. That is why we have created an environment that embraces teamwork and flexibility. Join a diverse team of high performers who take pride in delivering exceptional service to our community and tap into the power of your potential!

**How to apply:** Please complete the application, supplemental questionnaire and resume found on our website ([www.austinutilities.com](http://www.austinutilities.com)) and forward them to:

**E-mail: [danu@AustinUtilities.com](mailto:danu@AustinUtilities.com) or mail to: Austin Utilities, ATTN: Human Resources, 1908 14<sup>th</sup> Street NE, Austin MN 55912. We are an EEO employer.**