



8946 Chippewa Highway • Bear Lake, Michigan 49614 • (231) 889-0000 • Fax (231) 889-0011

Manager

The Manistee County Road Commission (MCRC) is seeking qualified applicants for the position of Manager to join their team in Bear Lake, Michigan. Under the general direction of the Manistee County Board of County Road Commissioners (Board), the Manager directs and/or supervises all functions including project planning and development, human resources management, union labor relations, contract negotiations, financial management and budget control, and reports directly to the Board.

The ideal candidate should have extensive knowledge of Michigan Transportation Funding; a good understanding of local, state, and federal highway financing; must possess strong skills in dealing with the public, employees, government officials, and the business community. Knowledge of road and bridge construction and maintenance is preferred.

High school diploma or equivalent is required and possessing an associate's or bachelor's degree in Civil Engineering, public administration, Business Administration, Transportation Planning, or a related field is preferred. At least six (6) years of management and four (4) years of supervisory experience in construction, or a related field, preferably in a unionized setting. Previous Road Commission or Public Works operational experience is preferred. Must possess and maintain a valid driver's license.

The salary will be commensurate with experience. We offer an excellent fringe benefit package. Individuals may apply for this position by submitting a resume with a cover letter and a filled in Manistee County Road Commission Employment Application on or before 3:30 PM on Monday, December 11, 2023 to the attention of Jessica Putney, Office Manager/Secretary to the Board, Manistee County Road Commission, 8946 Chippewa Highway, Bear Lake, MI 49614 between the hours of 7:00 AM and 3:30 PM Monday thru Friday or emailed to the Office Manager/Secretary to the Board at jputney@manisteecrc.org. No phone calls please.

Candidates requesting confidentiality should so indicate in their submittal.

Only candidates that submit a complete, signed, and dated Employment Application and Resume will be considered for the position.

Employment Applications with Resumes will be received until the position is filled.

This Advertisement, and the Job Description and Employment Application may be downloaded from the MCRC Home Page at www.manisteecrc.org, or obtained from the MCRC.

The Manistee County Road Commission is an Equal Opportunity Employer

Posted: November 15, 2023