



COUNTY OF WETASKIWIN NO. 10
 Strong Proactive Leadership • Safe Progressive Communities

Phone 780-352-3321 Toll Free 1 (800) 661-4125
www.county.wetaskiwin.ab.ca

OPPORTUNITY FOR EMPLOYMENT

**Assistant Chief Administrative Officer
 Posting #2017/13**

Position Description Summary

The County of Wetaskiwin is seeking a permanent full time Assistant Chief Administrative Officer (CAO). The Assistant CAO is accountable to the Chief Administrative Officer and responsible for management and administration of the Planning & Economic Department, Emergency Services Department, Protective Services Department, Agricultural Services Department and the Municipal Internship Program which includes the administration of all capital projects and operations approved by Council. The Assistant CAO will be actively involved in the annual Strategic Planning Session and software to implement the County of Wetaskiwin's Business Plans.

Education and Experience Requirement

- A degree in a related field, coupled with substantial experience in senior municipal administration. A suitable combination of education & experience may be considered.
- Extensive experience in a managerial capacity, in regards to operational budgeting, capital expenditures, and employee management.

- Excellent working knowledge of the principles and practices of municipal finance.
- A broad understanding of municipal government processes and legislation.
- Superior analytical and strategic thinking skills.
- Strong time management and organizational skills.

Ability to appropriately handle sensitive and confidential information. The County of Wetaskiwin offers a strong corporate culture, an excellent benefits package and a competitive salary grid. Qualified candidates are asked to submit their resume listing job posting number, qualifications, experience and education by 12:00 Noon, October 27th, 2017, to the address below or submit to our website at www.county.wetaskiwin.ab.ca. If you have any questions in regards to this posting, please contact Rod Hawken at 780-361-6225. We thank all individuals for your interest, however, only the candidates selected for interviews will be contacted.

Verna Lonsdale, Executive Assistant
 County of Wetaskiwin No. 10
 Box 6960

Wetaskiwin, AB, T9A 2G5
 (780) 352-3321 or by

Email: vlonsdale@county.wetaskiwin.ab.ca

This posting may remain open until a suitable candidate is found.

NOTICE OF ELECTION - DIVISION 3

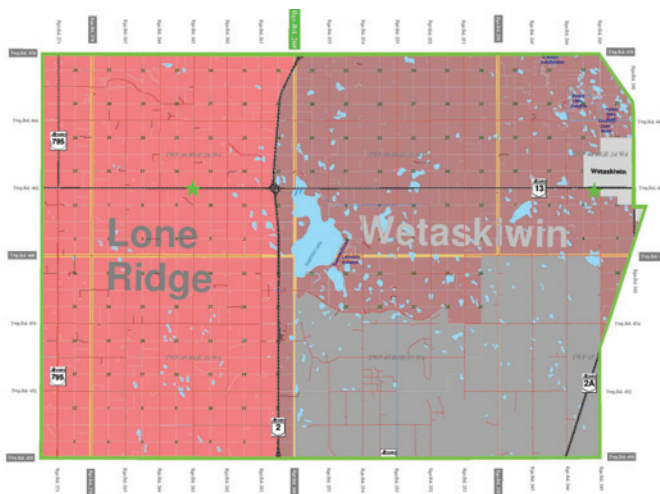
LOCAL AUTHORITIES ELECTION ACT
 (SECTIONS 11, 35, 46)

LOCAL JURISDICTION: **COUNTY OF WETASKIWIN NO. 10**, PROVINCE OF ALBERTA

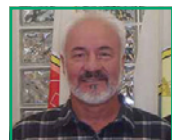
Notice is hereby given that an election for Councillor will be held in Division 3.

Voting will take place on the **16th day of October, 2017 between the hours of 10:00 a.m. and 8:00 p.m.**

Voting subdivisions and polling stations located in Division 3 are the Lone Ridge Community Hall and the County of Wetaskiwin. You can only vote in the voting subdivision you reside in.



Garry Dearing



Dale Woitt

To see this map in a larger format, please visit our website at www.county.wetaskiwin.ab.ca.

As per Section 53 of the Local Authorities Election Act, in order to vote, you must produce identification for inspection. The identification must be one piece of government issued identification containing the elector's photograph, current address and name. To see a list of other acceptable identification please see 'Elections 2017' under the County of Wetaskiwin website at www.county.wetaskiwin.ab.ca.

DATED at the City of Wetaskiwin in the Province of Alberta, this 22nd day of September, 2017.

(Signature of Returning Officer)

NOTICE OF ELECTION - DIVISION 4

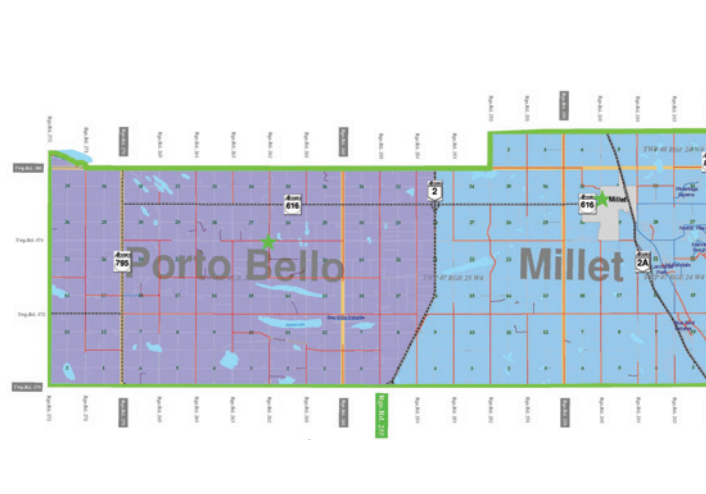
LOCAL AUTHORITIES ELECTION ACT
 (SECTIONS 11, 35, 46)

LOCAL JURISDICTION: **COUNTY OF WETASKIWIN NO. 10**, PROVINCE OF ALBERTA

Notice is hereby given that an election for Councillor will be held in Division 4.

Voting will take place on the **16th day of October, 2017 between the hours of 10:00 a.m. and 8:00 p.m.**

Voting subdivisions and polling stations located in Division 4 are the Porto Bello Community Society and the Millet Agriplex. You can only vote in the voting subdivision you reside in.



Josh Bishop



Keith A. Johnson

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DATED at the City of Wetaskiwin in the Province of Alberta, this 22nd day of September, 2017.

(Signature of Returning Officer)