

# **Economic Development Director**

## **City of Beulah**

The City of Beulah is accepting applications for a full time Economic Development Director. The Economic Development Director will develop, plan, direct and coordinate programs and services that promote rural economic development in the service area by working closely with businesses, entrepreneurs, and financial institutions to expand existing businesses and to attract new businesses, services, and industry. The individual in this position will take a responsible and professional approach to public relations. The Director will build alliances and foster good working relationships between the City of Beulah, surrounding communities and trade show area, the Beulah Jobs Development Authority Board of Directors, and the public, as well as, have direct contact with or be involved in organizations relating to the position or the City of Beulah.

All applicants must be self-motivated and will have:

- A Bachelor's degree in business, accounting or finance.
- Good oral, written, and time management skills, along with the ability to communicate in a professional manner
- Skills in financial analysis and the development/assembly of financial packages.
- Knowledge of methods and techniques for the development of presentations, business correspondence, and information distribution; research and reporting methods, techniques, and procedures.
- A valid North Dakota Class D driver's license.

Salary depending on experience and qualifications. Health insurance, retirement, vacation and holiday benefits are included.

The closing date is January 31, 2019. Applications and a full job description can be obtained at Beulah City Hall or from [www.beulahnd.org](http://www.beulahnd.org).

The City of Beulah is an Equal Opportunity Employer. Residence within the City of Beulah or its extraterritorial limits is required for employment. Subject to pre-employment drug testing and background checks. The City of Beulah sincerely thanks all applicants; however, only those applicants selected for an interview will be contacted.

**City of Beulah**  
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**Heather Ferebee, City Auditor**  
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