

ACCEPTING APPLICATIONS
FOR
CITY MANAGER

The City of Dayton, Tennessee is seeking applicants for the position of City Manager. The City Manager will report directly to the Mayor and City Council and will oversee the day to day operations of the City, including an approximately \$61 million budget and 159 employees across multiple departments. The City of Dayton operates a water utility, sewer utility, electric utility and airport, for which the City Manager is responsible for oversight in addition to all other City departments. The City Manager will be responsible for the planning, directing, managing, and reviewing all activities and operations of the City among other duties assigned.

The City of Dayton is a growing, scenic community located in East Tennessee and on the Tennessee River. Dayton has beautiful hiking trails, water activities and a growing economy. Dayton is the perfect location for those interested in living in a smaller community but close to attractions offered by larger cities.

The minimum requirements for this position include a bachelor's degree from an accredited college or university or equivalent work experience, with a preferred focus in public administration, management, business administration, finance or closely related field. The City offers a comprehensive benefits package including participation in the Tennessee Consolidated Retirement System (TCRS). Salary range to \$150,000 based upon qualifications and experience.

Interested applicants must submit an application, resume, cover letter and at least 3 professional references to Human Resources, City of Dayton, Tennessee, P. O. Box 226, Dayton, Tennessee 37321 or via email to: hr@daytontn.net. Applications are available at the City's website at www.daytontn.net or may be obtained and/or dropped off at the Dayton Municipal Building at 399 First Avenue during regular business hours Monday-Friday, 8am-430pm. Applications will be accepted until 4:30 PM on Friday, October 10, 2025. No interviews will be conducted until after applications are accepted and reviewed.

The City will hire from the applications filed or according to the Personnel Policy of the City of Dayton a person or persons to fill the position or positions that are or may become available during this period of time. A copy of the full job description is available on the City's website at www.daytontn.net. Applications are subject to public disclosure. EOE/TN Drug Free Workplace.

David L. Shinn
City Manager