



Economic Development and Planning Manager

The Town of Pulaski is accepting applications for the position of Economic Development and Planning Manager. This position performs complex and professional level management, leadership, budget management, capital project management, public facilities planning, policy development and administrative functions under the direct supervision of the Town Manager, and oversees the Planning/Zoning position for the Town.

The Economic Development and Planning Manager must have a Master's Degree in Public Administration, Urban Planning, Economic Development, Business Administration, or related field, at least three years of Zoning/Economic Development experience (and/or equivalent combination of education, experience, and training which provides the required knowledge and competencies), and a proven track record of successfully leading business attraction, business retention, and economic development funding activities, with supervisory Experience. The starting salary for this position is 47,032.00, depending on qualifications.

Human Resources Manager

The Town of Pulaski, Virginia is accepting applications for an experienced Human Resources Manager. This position will lead and direct all functions of the Human Resources office to include: staffing, processing new hires and separations; administering pay, benefits and leave; ensuring compliance with all labor laws; and enforcing Town policies and procedures. Maintaining confidentiality and treating all parties with dignity and respect while servicing any area of responsibility is essential.

A bachelor's Degree in Human Resources, a SHRM or PHR Certification, a minimum of five (5) years' experience, and extensive knowledge and understanding of Human Resources Management and payroll activities are required. The starting salary for this position is \$56,737.00, depending on qualifications.

The Town of Pulaski is an Equal Opportunity Employer. Please reach out if accommodations are needed at any point in the application process. Applications for both positions can be submitted at www.pulaskitown.org or sent directly to the Town Manager at dburcham@pulaskitown.org.