

## CDBG Program Administrator

The City of Dunkirk is now accepting letters of interest and resumes for the position of CDBG Program Administrator. Duties of the CDBG Program Administrator entail, but are not limited to, the following: working in direct contact with City and HUD officials, administrative functions of the CDBG Program, maintenance of program files, annual reports, and seeking other grant opportunities. Experience with HUD Programs and grant administration preferred.

This is a part-time independent contractor position and will be for 30 hours a week. Letters shall be addressed to: City Hall, Attn: Personnel Dept., 342 Central Avenue, Dunkirk, NY 14048. Deadline for submittal will be close of business on Wednesday, August 14<sup>th</sup>.