

**County of Kaua'i
Liquor Control Department**

DIRECTOR OF LIQUOR CONTROL

Annual Maximum Salary \$117,912

This position provides health benefits, retirement, vacation and sick leave.

The Kaua'i County Liquor Control Commission invites qualified, service-oriented individuals of integrity and ethics to submit a comprehensive résumé of their educational and professional qualifications for the position of the Director of the Liquor Control Department for the County of Kaua'i.

Candidates must possess a minimum of five (5) years of business experience, at least three (3) of which have been in a responsible administrative capacity.

The Director must be a citizen of the United States, reside in the County of Kaua'i or be willing to establish residency upon hire and possess a valid State of Hawaii motor vehicle operator's license.

The possession of a Bachelor's Degree in Public Administration or Business Administration is preferred. In lieu of a degree, eight additional years of experience in the liquor industry, police or law will be considered.

The Director has significant interaction with the public including federal, state, county, and private agencies. He/She administers, supervises, directs, and manages all the daily operations of the Liquor Control Department. The Director must be able to communicate effectively, demonstrating skills in leadership and goal achievement. He/She must also possess interpersonal skills that fosters trust and establish positive working relationships with diverse cultural groups, the community, peers, and other governmental entities.

In addition to managing the department's day-to-day operations, the Director will be expected to work with the Liquor Control Commission assisting the Commission in the execution of its duties. The Director will work with the Mayor, his administration, and the Kauai County Council to effectively administer and enforce the Liquor Laws of the State as provided for in Chapter 281 of the Hawaii Revised Statutes and Article XVI of the Kauai County Charter.

To be considered for this exceptional career opportunity, please submit a résumé using a 14 point font with 1" margins no later than November 30, 2020. Each résumé shall be no more than eleven pages long. One page cover letter, and five pages with background information and may include a maximum of a one page listing training and education. Provide no more than five pages of personal/professional references, and letters of recommendation. No photographs please. Submit your résumé to:

**County of Kaua'i
Department of Human Resources
4444 Rice Street, Suite 140
Lihu'e, HI 96766**

For additional information about the position, visit the County of Kaua'i website, <https://www.kauai.gov/HumanResources> or contact the Department of Human Resources at (808) 241-4956 or hrrrecruitment@kauai.gov

An Equal Opportunity Employer