

**City of Jackson, Missouri**  
Request for Qualifications

The City of Jackson, Missouri, is seeking Statements of Qualifications for Executive Search Services for the Position of City Administrator. Electronic copies of the Request for Qualifications may be obtained by emailing [jwiseman@jacksonmo.org](mailto:jwiseman@jacksonmo.org)

All statements of qualifications must be received by Wednesday, February 28, 2024, at 10:00 a.m., CDT. Information received after that date and time will not be considered. Interested parties must submit five (5) paper copies of their submittals to the office of the City Clerk at City Hall, 101 Court Street, Jackson, Missouri, 63755, and the envelopes must be clearly marked as "RFQ Executive Search Services For City Administrator; Attn: City Clerk."

All questions, comments, or correspondence concerning this request should be addressed to J.J. Wiseman, Director of Human Resources, 101 Court Street, Jackson, Missouri, 63755; by phone at (573) 243-3568 x 2021; or by email at [jwiseman@jacksonmo.org](mailto:jwiseman@jacksonmo.org)

The City reserves the right to accept or reject any and all qualifications and to select the company most advantageous to the City of Jackson.

Publication Dates: February 14 and 21, 2024