



RURAL BOARD OF EXAMINERS

Province of Saskatchewan

PO Box 488, Rosetown, SK S0L 2V0
Phone: (306) 882-2314 • Fax: (306) 882-3287
Email: rural.board.exam@sasktel.net



Application Date _____

APPLICATION FOR PERMIT RE: ACTING ADMINISTRATOR (Section 110 (5) - *The Municipalities Act*)

1. Name of Municipality making application for permit:

Rural Municipality of _____ No. _____

2. Please provide details of the steps taken to fill this position with a fully qualified individual:

3. If the vacancy was not advertised, please indicate why no advertising was undertaken:

4. For what period of time is the permit being requested:

5. Give full details of the individual you will employ under the permit if issued:

Name _____

Educational Qualifications: _____

Related Work Experience:

Other information: _____

6. If the person noted in Item #5 does not possess a certificate in Local Government Authority, are they prepared to enroll in the course? _____

7. Name of previous administrator: _____

8. Reason for leaving: _____



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9. Please list the names and other relevant details of all applications for this position who were not accepted by council:

Name of Applicant	Mun. Cert. Held	Mun. Work Experience	Reason for Non-Acceptance	Applicant Interviewed?

10. Permit Applicant's Name and Complete Mailing Address:

E-Mail Address: _____

11. Name of the person that Council has hired to oversee/train the permit holder:

12. The person hired to oversee/train the permit holder must have or obtain an Active, Associate, or Honorary Membership with the RMAA, and hold an Advanced Rural Certificate.

The overseer/trainer in #10 above holds a (PLEASE CIRCLE ONE):

- Rural A Certificate
- Rural Superior A Certificate

This application, submitted on behalf of the council of the R. M. of _____
No. _____, was approved by resolution of council passed on the _____ day of
_____, 20_____

Note: A certified copy of the resolution of council must be attached

Reeve (Signature)

Reeve Name (Please Print)

An Application Fee of \$200.00 payable to Rural Municipal Administrators Association must accompany all Acting Administrator Permit Applications