

The City of Grand Saline is hiring for a Public Works Director

Description

Under the general direction of the City Administrator, the Director of Public Works manages and directs all activities and operations involving the City's Public Works (streets, street maintenance, utilities, infrastructure, construction inspection, and drainage), development of future facilities and public works projects, and management of existing facilities and projects. The Public Works Director is responsible for addressing citizen complaints, both verbal and written, related to the department's operation. This position supervises the Public Works employees in all phases of operations of services.

Requirements

Plan, set goals, and manage the annual public works budget. Initiate and monitor employee training, licenses, continuing education, and renewals as required by the City. Responsible for ensuring compliance with state, federal, and local regulations relating to water, wastewater, streets, parks, swimming pool, and facilities. Supervise capital improvement projects, review specifications, review plans; coordinate schedules for engineers and contractors; coordinate all phases of construction with contractors and engineers. Provide management direction in all hiring, training, and evaluations of personnel within the Public Works department. Establish and maintain effective working relationships with subordinates, city officials, and the general public. Must possess excellent people skills. Must maintain a professional appearance and mannerisms.

Minimum High School Diploma or Equivalent

Must possess a Class "C" Water Licensed issued by TCEQ.

Pre-Employment Physical and Drug Screen are required.

Applications are on the City website or may be picked up at City Hall.

The City of Grand Saline is an equal opportunity employer

This position is open until filled