

The City of Prescott, Az

Announces the recruitment for



Director of Public Works

The Opportunity:

The City of Prescott, located in the mountains of north central Arizona, is seeking a Director of Public Works with a unique combination of leadership skills, professional knowledge, and a progressive management style with a successful track record in public sector public works and utilities. With a population of 40,000, Prescott is recognized for its lively downtown plaza, named as one of the Top Ten Public Spaces in the United States by the APA (American Planning Association). Known as “everybody’s hometown” because of its unmatched warmth, character and sense of community, Prescott prides itself on fostering a small-town atmosphere and charm which sets it apart from other Arizona cities of comparable size.



Ideal Candidate:

The ideal candidate will have the skills to assess the services and operations of the Public Works Department through application of professional, managerial and operational standards including best practices. Excellent communication and interpersonal skills are essential for the success of this individual, who must be able to effectively manage the department in a highly visible, challenging municipal environment.

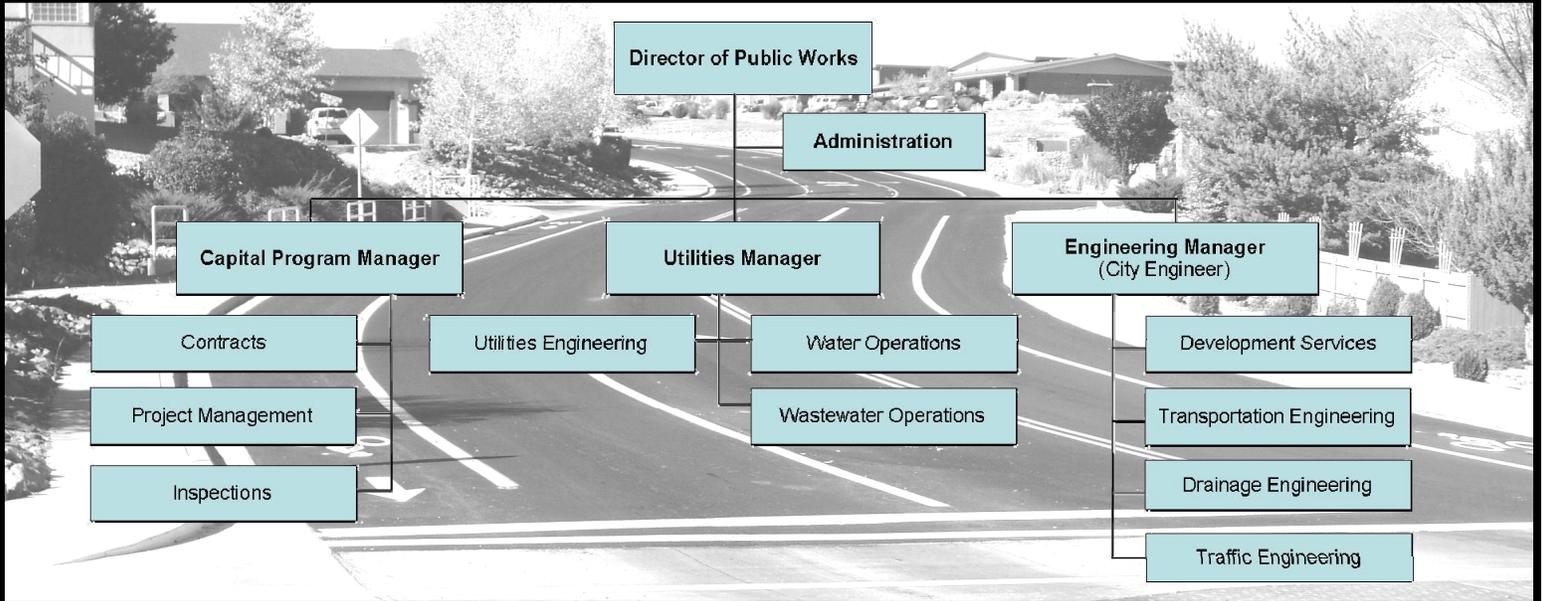
Tasks:

- Plan, prioritize and direct activities related to transportation and utilities, infrastructure and engineering for the City of Prescott; develop and implement rules, regulations, policies and procedures to advance the department’s mission, goals, and objectives
- Coordinate, develop, implement and administer the department’s annual budget and serve as a member of the City’s management team
- Meet and collaborate with local, state and federal officials on projects and regulations. Research, develop and apply for grant funding for public works projects
- Develop reports and specifications for projects; oversee negotiating and awarding of contracts; assure inspection of construction projects for design and other requirements; authorize grant and project expenditures; prepare and submit required reports
- Determine levels of personnel, equipment and other resources needed to provide services
- Meet with City Council to assist in policy determinations regarding department goals; represent the City in meetings with professional organizations, outside agencies, and the public.



Department Information:

The mission of the Public Works Department is to plan, design, build, operate and maintain transportation, water, wastewater and drainage infrastructure for residents, businesses and departments of the City; and provide superior service in meeting customer needs with pride and professionalism in a cost-effective manner. The department has 91 full time employees, an operating budget of \$32.2 million, and a combined capital project budget of \$68.8 million for street and utilities projects.



Education & Experience:

Education and/or experience equivalent to a Bachelor's degree in Civil Engineering or related field; eight (8) years full time supervisory, managerial-level civil engineering in public sector public works or closely related field and experience in maintenance and infrastructure management, as well as planning and managing capital improvement projects. Registration as a Professional Engineer in the State of Arizona is desirable.

Compensation & Benefits:

The salary range for the Director of Public Works position is \$105,000 - \$125,000 and will be dependent upon the qualifications of the selected candidate. The City of Prescott also offers a competitive selection of benefits, some of which may be negotiable as part of the total compensation package. Standard employee benefits include medical, dental and life insurance; paid time off; ten paid holidays; participation in Arizona State Retirement System; ICMA deferred compensation plan; and flexible spending accounts.



Application & Selection Procedure:

Interested candidates may apply for this challenging and rewarding career opportunity by submitting a City application, a resume which should include positions held and detailing the number of personnel and sizes of budgets managed, salary history, and a compelling cover letter demonstrating how the recited experience matches the City's interests. Please forward application materials via mail or email not later than February 7, 2014, to:

Human Resources Department
201 South Cortez Street
Prescott, Arizona 86303
(928) 777-1315, (800) 748-6205 or HR@prescott-az.gov