



PUBLIC WORKS DIRECTOR

The City of Ellsworth seeks a qualified professional to plan, direct, and review the activities of the Public Works Department. Successful candidate must perform a variety of highly responsible supervisory, professional, administrative and technical planning tasks.

Job responsibilities include but are not limited to:

- Supervise and participate in development and implementation of Public Works projects, including preparation and monitoring of project budgets, and completion deadlines.
- Formulate short and long-range plans for street maintenance, Public Works infrastructure improvements, recreational facilities and public properties, and equipment needs.
- Coordinate assigned activities with Public Works employees and other City departments and outside agencies.
- Direct and/or supervise the assignment of all employees throughout the several divisions comprising the Public Works Department.
- Respond to and resolve citizen inquires and complaints.

Desired minimum qualifications include: Graduation from high school, preferably supplemented by technical training or other pertinent post-secondary education (engineering background a plus); 10 years experience relating to major road construction and maintenance; plus 5 years supervisory experience or equivalent combination of education and experience.

Position requires practical knowledge of road construction materials and methods and ability to read and interpret engineering road plans. Applicants should have ability to perform work requiring good physical condition and have ability to exercise sound judgment in evaluating situations and making decisions, and have working knowledge of computer programs. Must possess ability to establish and maintain effective working relationships with employees, citizen boards, other departments, City officials and the public. Position requires organized individual with ability to communicate effectively both verbally and in writing, (including Email).

Submit Resume and Cover Letter to: City of Ellsworth, 1 City Hall Plaza,
Ellsworth, ME 04605, ATTN: City Manager

Applications will be accepted until the position is filled.

The City of Ellsworth is an Equal Opportunity Employer.