

Director of Public Works
Town of Scituate

The Town of Scituate (18,000 population/summer 30,000) seeks highly qualified applicants for the position of Director of Public Works. Responsible for directing, managing, and administering the services and operation of the town's Public Works Department, including facilities (except schools), equipment, vehicle maintenance, engineering, highway, solid waste, sewer, water, snow and ice removal, maintenance of parks and grounds, the operation of town cemeteries, and the planning and execution of major capital projects; performs all other related work as required. Position oversees management of department personnel administration, labor relations, training, staffing, and evaluation of employees. Directs the construction and/or maintenance of town roads, sidewalks, bridges, sewers, drainage, treatment plant, landfill and public works equipment. Reviews all major engineering, design/specifications, and construction projects for the department and technical support to planning and conservation including storm water management policy, notice of intent reviews, special permits, subdivision review/inspection, and site plans; provides technical assistance to all other town departments/committees as required. Responsible for maintaining and expanding the Town's position as a leader in clean energy including oversight and management of Green Communities status, wind turbine and solar array operations, water conservation initiatives and ESCO implementation. Coordinates preparation and administration of division budgets, department annual goals and objectives, and the Town's Capital Improvement Program. Oversees the competitive bidding process to ensure compliance with applicable regulations; reviews bid proposals and interviews prospective contractors and consultants; monitors and evaluates contractual services for compliance with specifications and applicable conditions. Prepares applications and documentation for state and federal grants for DPW projects and the purchase of capital equipment. For a full copy of the job description go to www.scituatema.gov. B. S. in civil engineering or related field; seven (7) to ten (10) years progressively responsible experience in municipal public works construction, maintenance of equipment, and engineering; five (5) years in a supervisory/management capacity; or an equivalent combination of education and experience. Salary to 100,000 DOQ. Position open until filled. AA/EEO.