

EMPLOYMENT OPPORTUNITY PUBLIC WORKS DIRECTOR



Starland County is seeking a permanent full time qualified Public Works Director who is responsible for supervising, planning, budgeting and controlling the activities of the Public Works department. Having completed the Civil Engineering Technician Program is a preferred qualification for this position. The successful applicant will have a minimum of five (5) years of related experience, including three (3) years supervisory experience. The Public Works Director is accountable for the management of all supervisory staff carrying out road maintenance, repairs and public works projects approved by Council. Project management skills are essential to identify efficiencies that may lead to improved services and cost reductions for Starland County. Effective communication, leadership and problem-solving skills are required to carry out the role of the Public Works Supervisor. This position will be in control of the Public Works department budget, therefore, experience with budgeting is vital. The job duties will include, but are not limited to the following:

- ✓ Project planning for road construction, back road maintenance, graveling, oiling, dust control, capital replacement plans
- ✓ Responds to employee issues and concerns
- ✓ Conducts performance evaluations
- ✓ Maintain courteous relations with rate payers, the public, agencies, other contractors, council members and all other co-workers
- ✓ Report to the CAO and Council members about the Public Works activities
- ✓ Address concerns rate payers and the public may have
- ✓ Complete purchase orders and invoices for the Public Works Department
- ✓ Monitor after hours and weekend public works activities as may be necessary

The successful applicant will be required to work a 40 or 45 hour work week based on the time of year, with some evenings, weekends and emergency call-outs. The salary range for this position is \$110,000.00 to \$177,000.00. An excellent benefits package is available. The successful candidate will be required to provide a criminal record check and must be bondable.

If this opportunity is of interest to you, please forward your cover letter and resume to the address below no later than January 5, 2024. For additional information about the job description or our municipality, please see our website at www.starlandcounty.com

Starland County
Box 249
Morris, AB T0J 2B0
Attention: Human Resources Coordinator
Fax: 403.772.3807
Email: hr-office@starlandcounty.com

We thank all applicants for their interest, however, only those selected for an interview will be contacted.