

Director of Public Works

City of Huntington Woods

Population: 6,238

Compensation: \$66,097 – 73,013 DOQ

Closing date: July 14, 2017 at 5 p.m.

To apply:

Submit resume and 3 references by email to JSolanskey@hwmi.org or by mail to

City of Huntington Woods

Attn: Joy Solanskey

26815 Scotia

Huntington Woods MI 48070

The City of Huntington Woods is seeking a candidate for the position of Director of Public Works. Huntington Woods is a residential suburb of Detroit with a population of 6,238 and a General Fund budget of \$7.6 million. The successful candidate should have a broad background in public works administration including experience in water distribution and combined sewer systems, ice and snow removal, the ability to identify hazardous trees and road maintenance. The Director's duties include department administration, supervision, budgeting which includes major equipment purchases, and overseeing public infrastructure improvements. This is a department head position that works under the general supervision of the City Manager and supervises 6 employees.

There are 130,680 lineal feet of water main, approximately 25 miles of roads and the City is served by a combined sewer system. Rubbish services are provided by an outside contractor and the City picks up leaves each fall using a leaf vacuum. In addition to plowing and salting streets, the City also brooms the sidewalks after a significant snowfall. The Director often acts as a "working director" interacting one on one with residents to solve issues and may be required to respond to emergencies such as snow plowing during major storms. Because of the residential nature of the community, excellent public relations and customer service skills are essential.

The successful candidate will have an Associate's degree in public works/administration, engineering or a related field and a minimum of 6 years of public works experience including supervisory experience. A Commercial Driver's License and a S2 Water Distribution System Operator license is required. Thorough knowledge of state, federal and local regulations and mandates pertaining to public health and employee safety are essential. The successful candidate must complete a physical exam and drug screening.