



## City of Bristol

BRISTOL, CONNECTICUT 06010

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### **JOB ANNOUNCEMENT**

## **DIRECTOR OF PUBLIC WORKS**

**SUMMARY:** The City of Bristol seeks highly motivated, experienced professional to plan, organize and direct the activities of the Public Works Department in the functional areas of administration, municipal engineering; land use, environmental management and conservation; street maintenance and construction; solid waste collection and disposal, and construction of related facilities; department equipment maintenance; according to established policies and procedures. Sets standards for all operations in areas of quality and efficiency. Investigates, plans and organizes new operations or services as approved by the Board of Public Works. Develops and/or modifies policies and procedures for consideration. Oversees regular maintenance and improvement programs for the City's infrastructure including roads, bridges, and storm drainage facilities. Supervises and oversees professional engineering services. Participates in technical reviews, and provides engineering consultation and services. Meets and negotiates agreements relating to Public Works matters. Prepares and administers the annual Department budget. Administers the Capital Budget and Five-year Capital Improvements Program. Administers and recommends changes to personnel regulations and collective bargaining agreements. Conducts department disciplinary hearings and/or assists in negotiations with bargaining units. Provides training and development of employees and supervisors. Must attend night meetings. Prepares narrative and statistical reports of complexity. Negotiates right-of-way agreements. Participates in professional engineering and public administration organizations. Addresses public and private groups. Acts as Tree Warden. Serves as a member of the Storm Water Control Trust. Participates with the regional planning agency (NVCOG) regarding transportation issues. Position appointed by Mayor and City Council.

**QUALIFICATIONS PROFILE:** Requires college degree in Engineering, Business or Public Administration or a related field including 5 years of management experience at a unit or division level. Must have strong interpersonal, written and verbal communication skills; good knowledge of, and ability to apply, collaborative, team-building strategies. Master's degree in Public Administration, Business Administration or related field is desirable. Experience in unionized setting preferred. Requires effective computer skills.

**LICENSE OR CERTIFICATIONS:** Requires valid CT Motor Vehicle License. Prefer Connecticut Certification as a Professional Engineer.

**BENEFITS** include Defined Benefit Pension Plan, generous time off & insurance package (medical, dental, vision care, prescriptions, life, and short term disability).

**SALARY:** \$103,164 - \$112,607/yr.

**SUBMIT ONLINE APPLICATION w/RESUME:**

[www.bristolct.gov](http://www.bristolct.gov)

**DEADLINE:** OPEN UNTIL FILLED.

**EQUAL OPPORTUNITY EMPLOYER**