



## **Town of Norfolk**

### **Department of Public Works**

#### **Highway/Grounds/Solid Waste Division Superintendent**

The Town of Norfolk seeks applicants for a Highway/Grounds/Solid Waste Division Superintendent. The incumbent plans, directs and administers all aspects and activities of the Town's Highway Department, including the transfer station, cemeteries and parks. The Superintendent confers with the DPW Director regarding ongoing and future projects and supervises all highway, grounds and solid waste personnel. The incumbent oversees the planning, design, construction and maintenance of town roads, sidewalks, bridges and drainage systems; coordinates the maintenance of town cemeteries, parks and the grassed areas of the town's athletic fields. The incumbent develops a maintenance schedule of all town owned roadway storm water drains and control structures and establishes and administers all snow and ice control operations for the Town, including conducting winter maintenance and snow removal activities for the Town's roadways, sidewalks, bridges, cemeteries, parks and public buildings. This position is directly responsible to the DPW Director.

The successful candidate is required to have graduated from high school or possession of a high school equivalency diploma. Preference will be given to Applicants with proven experience in Municipal Operations. This position requires a valid Massachusetts motor vehicle license.

The Town of Norfolk offers a full suite of benefits and the ability to earn a pension through the Norfolk County Retirement System plus a competitive salary and a personal work vehicle

*Email all letters of interest, resume with salary requirements, and three professional references to [jobs@norfolk.ma.us](mailto:jobs@norfolk.ma.us). AA/EOE*