



CITY OF MISSION

Job Posting

PUBLIC WORKS SUPERINTENDENT

The Public Works Department has an immediate opening for a Superintendent. The Superintendent supervises the daily operation, maintenance and repair activities of the Public Works Department, including streets, stormwater, parks, buildings, fleet, and other infrastructure and facilities. Supervisory responsibilities entail daily supervision over assigned operations and maintenance personnel under the direction of the Public Works Director.

The Superintendent must have considerable knowledge of methods, equipment, materials, and safe work practices involved in public works, and the repair functions performed in public works operations. Must be able to establish and maintain cooperative relationships with others contacted in the course of work, and is responsible for the supervising and training of employees as well as the evaluation of the work of others.

Must be able to prepare and maintain records and reports, and to communicate clearly and concisely, both orally and in writing. Should possess some knowledge in basic principles of organization, administration, budget and personnel supervision. Be proficient in Microsoft Office, some knowledge of GIS software and other public works or municipal software.

Suitable Candidates will possess a High School Diploma or GED equivalent, with 3 - 5 years increasingly responsible experience in the core maintenance and supervision of Public Works. Any equivalent combination of education and experience will be considered. Must possess, or obtain within six months, a valid Class B CDL with air brake endorsement.

The physical requirements for this position are considered heavy work, requiring the exertion of 50 pounds of force frequently and up to 100 pounds of force occasionally. Must be able to perform the essential functions of the job with or without an accommodation.

Interested candidates please send resume to hr@missionks.org. Applications should be received by March 21, 2016. No phone calls please. EOE