

CITY OF FREEPORT, ILLINOIS RECRUITMENT PROFILE PUBLIC WORKS DIRECTOR

GovHR USA is pleased to announce the recruitment of candidates and selection process for the next Public Works Director for the City of Freeport, Illinois.

Summary

The Public Works Director is appointed by the City Manager, and is charged with the responsibility of administering daily operations and implementing the City Manager's directives pertaining to the Public Works of the City. The City has approximately 197 employees. Freeport, Illinois is an historic community in northwestern Illinois. It is located 25 miles west of Rockford, 20 miles south of the Wisconsin border and is easily accessible to major metropolitan areas in every direction. Freeport is the site of the famous 1858 Lincoln-Douglas debate, and has been known for more than 150 years as the "Pretzel City." The City is home to several Fortune 500 companies, and combines history and progress in an area offering



both urban and rural living. The City is seeking its first-ever Public Works Director that will oversee both the Water & Sewer and Street Dept. functions. The City is seeking an innovative and collaborative professional with strong communication skills to successfully lead the organization and community through this significant change of governance and firmly establish the position as an integral part of Freeport's Management Team.

The Department of Public Works

The mission of the Public Works Department is to be effective stewards of the public infrastructure and provide innovative and efficient City services that contribute to public safety, economic vitality, and community pride. The Public Works Department consists of six divisions, which are made up of a total of 28 employees in the water and sewer department and 20 employees in the street department. The six areas that the organization will be divided into are Administration, Operations, Fleet, Engineering, and Facilities. The areas of responsibility included within include Grounds Maintenance, Roads and Streets, and Water & Sewer Utilities.

The Public Works Director

The Director of Public Works manages and directs all activities and operations involving the City's Public Works, to include streets and water & wastewater utilities. This position has supervisory responsibilities, including the City Engineer, Director of Utility Operations and Street Superintendent. The Public Works Director is responsible for the overall direction, coordination, and evaluation of all Public Works activities, operations, and personnel. The Public Works Director reports directly to the City Manager and is responsible for a \$30 million annual budget.

The Public Works Director plans departmental operations with respect to equipment, apparatus and personnel, analyzes work methods for improvements to include a new aggressive leasing program, and



enforces rules and regulations fairly and equitably. The Public Works Director performs highly complex managerial and strategic work in the areas of construction and project management, and contract administration.

Qualifications, Education, and Experience

The successful candidate will be an effective communicator and competent decision maker who can strategically plan for

and manage the department's needs, utilizing responsible fiscal management, in order to effectively serve the community. The ideal candidate will display highly ethical behavior principals, value diversity, and lead by example. He or she should be a proven problem solver with a track record of building and sustaining working relationships with all levels of stakeholders internal and external to the City. The ideal candidate should have experience in team building, succession planning, and mentoring.

The position of Public Works Director requires:

- a Bachelor's Degree from a four-year university related to Civil Engineering, Public Administration, Business Administration, or related field.
- Applicants should have a minimum of six (6) years management experience in all phases of municipal Public Works.
- Licensed Professional Engineer (PE) preferred.
- An equivalent combination of education and experience may be considered.

Application

Candidates should apply online immediately with a resume, cover letter and contact information for three professional references. First review of candidates shall occur on September 21, 2017.

Compensation

The salary range is \$100,000 - \$110,000 annually in addition to a generous benefits package.

Residency

Residency within Freeport City limits is required within 6 months of date of hire.

Tentative Selection Process

Applicants will be screened throughout the job advertisement. Interviews with selected candidates will be held on October 6 and 7, 2017. The selection of the Public Works Director is to be made on or about October 14, 2017 which is contingent upon successful completion of pre-employment security and drug screenings. The anticipated start date of the selected candidate is November 3, 2017.



[Click HERE to Apply!](http://www.GovHRUSA.com/current-positions/recruitment) (www.GovHRUSA.com/current-positions/recruitment)

For Questions Contact:

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The City of Freeport is an Equal Opportunity Employer, a Drug Free Workplace, and extends preference to Veterans.