



ORLANDO, FLORIDA

PUBLIC WORKS DIRECTOR



EXECUTIVE RECRUITMENT



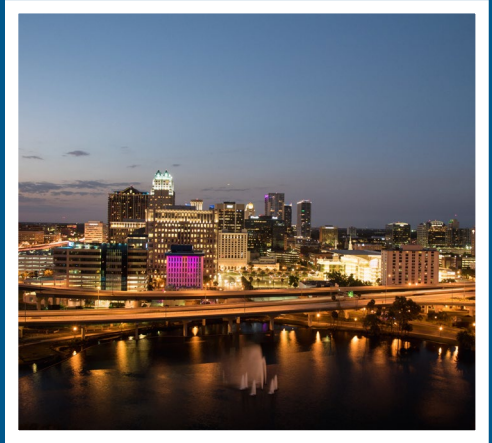
The City of Orlando is seeking top tier professionals as candidates for its Public Works Director position.

[Orlando](#) (pop.est 307,573) is best known for its theme parks and tourism, but there is so much more to what makes it a great place to live, work and play. With world-class venues hosting countless concerts, sporting, and cultural events, a diverse and budding food scene, unique neighborhoods, and an inclusive and welcoming character, Orlando is a city for everyone.

But what makes Orlando special is its compassionate, diverse, multicultural community that embraces equality and human rights for all and is committed to ensuring every person who chooses to call the city beautiful home feels equally valued, equally protected, and has equal access to opportunity.

The City of Orlando has a strong mayor/commission form of government with a mayor who serves as the city's chief executive officer and a legislative branch of six commission districts. Mayor Buddy Dyer has served as Mayor of Orlando since 2003. Reporting directly to the mayor are the Chief Administrative Officer (CAO), the Chief Financial Officer (CFO), the City Attorney, Chief Venues Officer, and the Chief of Staff.

Public Works has a 2022 budget of \$166.5MM and an employee count of 594FTEs. Public Works consists of the follow divisions: Engineering, Streets & Stormwater, Solid Waste, Water Reclamation and Project Management. The Public Works Director is appointed by and serves at the pleasure of the mayor and reports on a day-to-day basis to the Chief Administrative Officer. The Director provides counsel and administrative leadership to the mayor and senior leadership on all Public Works issues by proactively identifying innovative solutions for creating a sustainable city for future generations through the planning, design, construction, maintenance, and operation of public infrastructure.



KEY JOB RESPONSIBILITIES

- Participates in policy decisions regarding programs within the City of Orlando, specifically those pertaining to the Department and its operations.
- Assists in the planning, design, and construction of capital improvement projects for the City of Orlando.
- Capital projects vary in magnitude, scope and complexity requiring technical knowledge in several different disciplines.
- Sets priorities for the annual operating budget and participates in the ranking of Capital projects for funding priority. Works closely and cooperatively with the office of Business and Financial Services to establish realistic budgets to achieve program objectives.
- Assists in identifying and prioritizing Departmental operating goals and objectives, monitors the performance of each operational program.
- Oversees departmental long-term planning to ensure services are available for expected growth.
- Reports to the Chief Administrative Officer on issues concerning the Mayor, City Council members, citizens, and media.
- Serves on various committees and technical boards as appointed by the Mayor or City Council.
- Meets regularly with the Division managers to discuss status of and assist in the supervision of their operations.
- Performs other duties as assigned.



- Bachelors in Civil Engineering or related engineering field
- At least six years of progressively responsible experience in Public Works or related activities such as: engineering, planning, design, and construction
- A minimum of four (4) years of experience in staff management and overseeing a major administrative or operational department
- State of Florida Professional Engineer License is required or must be obtained within twelve (12) months from date of employment (*).

(*) The State of Florida allows qualified or registered professional engineers to apply for a license by endorsement if their registration in another state or territory meets the licensing criteria set by the State of Florida at the time of issue. Florida Statutes 471.015. Please see important links below:

[FBPE Eligibility Criteria for Professional Engineer Licensure](#)
[FBPE Application for Licensure as Professional Engineer](#)

REQUIRED QUALIFICATIONS

THE IDEAL CANDIDATE

- Demonstrated ability to effectively deal with human resources, finance and business administration related issues
- Excellent communications skills to address civic organization or other public or private groups.
- Have proven ability to manage the strategic, tactical, and day-to-day needs of a complex organization, and strong technical depth to oversee the use and care of all types of Public Works and engineering tools, equipment, instruments, materials, and supplies.
- Build confidence and trust in the PWV Department by nourishing and fostering relationships and communicating honestly, collaborating, and delivering equitable outcomes to all levels of the organization, City business partners and the community.
- Provide leadership and advocacy for by proactively identifying innovation solutions for creating a sustainable city for future generations and enhance organizational effectiveness to ensure the city is providing highest level of customer service.
- Leadership style as collaborative and having the highest level of integrity in all interactions.
- Demonstrates a record of hiring, mentoring, and developing a strong team.
- Organizational skills to lead teams and resources toward meeting objectives that support organizational goals.
- Proven ability in managing risks and incidents.
- Proven ability in budget, vendor, and partner management.
- Willingly assume responsibilities for outcomes, taking on initiatives as needed to support the city mission and organizational goals.
- Consistently demonstrate commitment to equity and inclusion.



COMPENSATION, BENEFITS & HOW TO APPLY

The hiring range is \$175,000 - \$185,000 DOQ. The City of Orlando offers a generous and competitive benefits package – with world-class benefits designed to meet the needs of employees and eligible dependents and add value to their lives. The menu includes a comprehensive list of options, including medical, dental, vision, spending accounts, life, disability, paid time off (64 hours of management leave in addition to personal leave), paid holidays (plus 24 hours of floating holidays) retirement (7% City contribution plus up to 3% match), and other benefits and rewards, including an onsite gym. Moreover, the City funds, wholly or partially, many of the plan choices. For more information about plan highlights, costs, and effective dates, please visit our City of Orlando Benefits Summary.

Qualified candidates should submit résumé, cover letter, and contact information for five professional references to GovHR USA by **April 18, 2022** online at [GovHR USA Career Page](#)! Questions regarding the recruitment may be directed to:

Dele Lowman Smith or Joan Walko
Senior Vice President Senior Vice President
(847) 380-3240 (410) 499-9586

“The City of Orlando provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex (including pregnancy and gender identity), national origin, age, disability, sexual orientation or genetic information”

Note: Under Florida Law, resumes are public documents and will be provided to the media upon request. Please call prior to submitting your resume if confidentiality is important to you.

