

# CITY AND BOROUGH OF WRANGELL

## JOB BULLETIN:

Public Works Director  
Public Works Department

The City and Borough of Wrangell is currently recruiting for a Public Works Director to lead the Borough's Public Works Department.

The Public Works Director is a management position responsible for integrating various related functions that support the overall Public Works goals. This person will exercise decision making, supervision, and problem-solving skills on a daily basis for efficient delivery of public services, infrastructure maintenance, and customer service.

The Public Works Director requires competency in construction management and the ability to integrate a complete system of streets, sanitation, water distribution, wastewater treatment, and fleet management.

This position oversees all Public Works, Wastewater, Water, Garage and Sanitation employees and operations. They ensure compliance with State and Federal health and safety, water quality and wastewater regulations. The Public Works Director is responsible for hiring, evaluating, and managing all Public Works employees, including ensuring training for proper certification is obtained.

This position is also responsible for the annual development and administration of the overall budgets for all Public Works departments, departmental functions and special projects. They will assist the Capital Facilities Director in evaluation of annual maintenance and capital project needs related to Public Works facilities and operations. Being a liaison between the Borough and labor unions, State and Federal agencies, as well as contractors and outside agencies is also an integral part of this position.

This position will appeal to a candidate who thrives in a fast-paced, collaborative, work environment and enjoys solving problems autonomously and efficiently. Preferred experience includes a knowledge of Federal, State, and local laws relating to Public Works, principles and practices of street, water, and sewer operations. The typical qualifying entrance background requires a bachelor's degree or equivalent with major course work in civil engineering, construction management, business administration, public administration, or a related field, and five years of responsible experience in planning, organizing and directing a public works or related operation, including three years in an administrative or supervisory capacity. Other combinations of education and experience may substitute if demonstrating competency in the knowledge, skills and abilities for this position.

This is a full-time, salaried position with full benefits, paid at Grade 30 ranging from \$6607 to \$8346 per month. The full job description and employment application can be found online at [www.wrangell.com/jobs](http://www.wrangell.com/jobs).

To be considered, submit a cover letter, résumé, and completed employment application via e-mail to [amollen@wrangell.com](mailto:amollen@wrangell.com), or in person to City Hall, 205 Brueger St., Wrangell, AK 99929. **This position is open until filled and the first review of applications will take place beginning August 26<sup>th</sup>, 2020.**

The City and Borough of Wrangell is an equal opportunity employer.

Lisa Von Barga  
Wrangell Borough Manager