



Public Works Director

This position encompasses:
**Public Works Operations • Fleet Management
Engineering & Environmental Services**

Salary Range
\$74,662 - \$106,308

Placement on the salary scale will be commensurate with experience and qualifications.

Benefits

The City offers an excellent benefit package that includes life, health, dental, and vision insurance; paid vacation and sick time; paid holidays and a generous retirement package (PERS). This is a non-union position that is overtime exempt.

Application Details

The City of Dallas is an Equal Opportunity Employer. Eligible veterans who meet the qualification will be given preference in accordance with all laws.

Those who are interested in applying for the position of Public Works Director should submit a cover letter and resume with a completed City of Dallas application to the City Manager's Office, City of Dallas, 187 SE Court Street, Dallas, OR 97338 or emailed to emily.gagner@dallasor.gov. This position is open until filled; first review December 9, 2016. Applications are available at City Hall or by visiting the City of Dallas website at: www.dallasor.gov. Faxed applications will not be accepted.





Public Works Director

Why Apply?

Located in the heart of the Willamette Valley, Dallas is in the middle of it all. Just 13 miles west of Salem, close to the coast, and an easy drive to beautiful vineyards and wineries, we think you'll find just what you are looking for in Dallas.

The Community

With a population just over 15,300, Dallas is a small town – with some surprising assets and amenities: a strong manufacturing base and family-wage jobs, West Valley Hospital, library, trail system, golf, wineries, retirement village, and parks and recreation facilities more typical of a larger city.



Dallas and the surrounding area offer recreational opportunities year-round. Dallas has many treasures, with many beautiful City parks, the Dallas Aquatic Center, and small town charm. A short drive away is the 2,500-acre Baskett Slough National Wildlife Refuge, the Black Rock trail system Oregon's first free ride area for mountain biking, and award-winning wines.



The Department and Position

The Public Works Department provides the City of Dallas with water, wastewater treatment, stormwater services, and maintains city streets and sidewalks. The department also provides citywide engineering support and servicing of the City's vehicle fleet. The Public Works Department employs 15 FTEs and has a 2016-17 budget of \$ 13.4 million. The Engineering Services division of the Public Works Department provides engineering planning, design, and construction management services for the City's utilities, Street Division, and other City departments, and provides inspection and permitting work related to the public infrastructure, Geographical Information System mapping and database support, and traffic engineering services.

Under the general guidance and direction of the City Manager, the Public Works Director performs complex supervisory, administrative, and professional work in planning, organizing, directing, budgeting and staffing the Public Works Department.

Minimum Qualifications - Education and Experience

Graduation from an accredited four year college or university with a degree in Civil Engineering, Public Administration, Business Administration or a closely related field; and a minimum of ten (10) years of increasingly responsible experience in a municipal public works setting at a managerial level; or any equivalent combination of education and experience.

Necessary Knowledge, Skills and Abilities:

The successful candidate will have a thorough knowledge of all phases of public works management, including utilities, capital projects, and transportation and familiarity with Federal, State, and local regulatory requirements in these areas to ensure ongoing City compliance. He or she should possess excellent supervisory skills with a proven ability to hold employees and supervisors accountable for personal goals and contributions toward organizational objectives and values. Strong budget management and reporting skills are a must.



Special Requirements

- A Certificate of Registration as a Professional Engineer issued by the State of Oregon is preferred, but not required
- Must possess a valid Oregon driver license or have the ability to obtain one prior to employment.