



DIRECTOR OF PUBLIC WORKS – CHICAGO RIDGE, IL

The Village of Chicago Ridge, Illinois, population 14,305 seeks applicants for the position of a full-time Director of Public Works. Current director is retiring.

The Public Works Department is a general service municipal maintenance organization with responsibility for all streets and alleys, public buildings and grounds, storm water management and flood control, water and sewer mains, public signage and other general maintenance services. Position involves supervision of a combined full and part-time staff, coordination and supervision of multiple projects, public relations, project supervision and coordination and multi-tasking. In addition, the selected candidate will have the ability to plan, schedule and supervise operational and maintenance activities; the procurement of materials and equipment; assist with development/implementation of the department's annual budget; respond to emergency call-back events; coordinate training and development of the department's maintenance operations staff; and promote and enforce safe work practices.

With service to the community as its highest priority, the Village is seeking qualified candidates that possess an open, team-oriented style, with a strong focus on excellent customer service. Qualified applicants should possess at a minimum a high school diploma or equivalent and have a minimum of 10 years of related public works experience - supervisory experience preferred; knowledge of and ability to supervise general maintenance on streets, sewers, water mains, forestry, fleet and related areas; strong communication skills; writing and grammar skills necessary to prepare written reports and office correspondence; general proficiency with Microsoft Office applications; and a valid Illinois driver's license Class B CDL. A Class C-D IEPA water operator's license is also desirable. Engineering background and/or experience is not required but is preferred.

Starting salary range of \$75,000 - \$85,000 is negotiable depending on qualifications and experience. Excellent benefit program. Residency required within 1 year. Applicants should submit a resume, cover letter, salary history and work-related references to Village of Chicago Ridge, Attn: Mayor Charles E. Tokar, 10455 Ridgeland Avenue, Chicago Ridge, IL 60415, by 5:00 pm on Friday, May 1, 2015. Applications available online at: www.chicagoridge.org. EEO.