



City of Dilley

Job Announcement

Job Notice:

The City of Dilley is currently accepting Applications for the following position:

<u>Job title:</u>	<u>Public Works Director</u>
<u>Department:</u>	Public Works Department
<u>Closing Date:</u>	UNTIL FILLED
<u>Salary:</u>	To be discussed
<u>Job Type:</u>	Full Time
<u>Hours:</u>	8:00 a.m. - 5:00 p.m., Monday – Friday (Subject to Dept. Head’s discretion - hours may vary)
<u>Benefits:</u>	Medical, Dental, Vision, Retirement

Role and Responsibilities:

- Oversees and supervises Parks, Streets, Water and Sewer departments.
- Manages all facility and operations of the waste water and water treatment plants for state and federal regulation compliance
- Oversees the operations of the underground water and waste water distribution system to effectively serve the needs of the city
- Directly supervises all city maintenance contracts, utilities and public works administration for timely submission, monitoring and reporting of budget items
- Must remain accessible on a 24 hour basis for emergencies
- Knowledge of Budget, procedures and contract management
- Successfully select, develop, organize and motivate and effectively utilize staff; establish a good working relationship with other city employees

Minimum Requirements:

1. High School Diploma, Bachelor’s Degree preferred
2. 5 yr. City Maintenance Experience, 2 years budgetary and supervising experience
3. C License in Waste Water and Ground Water as per TCEQ
4. Valid Driver’s License
5. Satisfactory Drug and Alcohol Screening

For more information contact:

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The City of Dilley is an Equal Opportunity Employer.