



2000 Forest Ridge Drive, Bedford Texas 76021  
[www.bedfordtx.gov](http://www.bedfordtx.gov) (817) 952-2100

Open: April 9, 2014  
Close: Until filled

**JOB POSTING**  
**Public Works Director**  
**Full Time**  
**Monthly Salary: \$8,632**

**JOB SUMMARY:**

Under the general direction of the Deputy City Manager manages the Public Works and Engineering functions of the City. Directs, manages, and supervises the activities of the Engineering and Public Works Department personally or through subordinate supervisors.

**MINIMUM QUALIFICATIONS:**

Bachelor's degree in Engineering or Civil Engineering, five years of professional/supervisory experience or any equivalent combination of education or experience. Master's degree and Professional Engineer (PE) certification desired.

**SKILLS AND EXPERIENCE:**

- Manages and directs employees responsible for construction, and maintenance of City's infrastructure including streets, signs/signals, drainage, water, and sewers. Responsible for fleet maintenance, Public Works related purchasing and contractual services administration. Selects, trains, and evaluates performance of employees.
- Develops, recommends, and implements policies and procedures for area of responsibility
- Prepares and administers the operations budget.
- Prepares and presents Public Works Department issues to City management and City Council.
- Ensures contractual agreements are met and that the City is properly serviced by the construction and installation of facilities and improvements made by contractors.
- Communicates with public and resolves their concerns and issues.

**TO APPLY:**

Applications are available at Human Resources, 2000 Forest Ridge, Bedford, Texas, 76021; or on our web site ([www.bedfordtx.gov](http://www.bedfordtx.gov)).

*Equal Opportunity/ Affirmative Action Employer*