



Job Posting

Public Works Director, Village of North Riverside

Job Description:

The Village of North Riverside is looking for a highly-qualified candidate to fulfil the role of Public Works Director. This individual is responsible for supervising and directing all activities and procedures involving the North Riverside Public Works Department, which includes forestry, street and water operations. Additionally, the Public Works Director handles the overall administration and coordination of public works related jobs, including but not limited to budget management, facilities management, capital planning, soliciting bids and proposals, and overseeing village contractors. This position is also in charge of all strategic planning related to infrastructure and capital improvements, as well as project and grant management. The Public Works Director manages a department of seven and reports directly to the Village Administrator and the Village President.

Education and Qualifications:

The Public Works Director should have extensive knowledge about public works construction, maintenance methods, materials, and equipment. The successful candidate must be an exceptional communicator, have good public speaking skills, and be capable of making thoughtful decisions, while simultaneously building and sustaining working relationships with all members of the administrative staff, community, and other organizations. Furthermore, the director should lead by example and display ample team building and mentoring skills.

Overall, the position of Public Works Director requires:

- A bachelor's degree from an accredited 4-year university in Civil Engineering, Public Administration, Business Administration or another related field (Preferred)
- At least ten (10) years of experience in municipal Public Works
- A minimum of five (5) years of increasing management/supervisory experience within a public works department
- Knowledge and proficiency in GIS systems
- A valid Illinois driver's license
- A valid CDL license is required
- Water Operators License is not required but a plus

To Apply:

Interested candidates should submit a resume & list of 3 business references to the Village Administrator no later than July 30, 2021 or email administration@northriverside-il.org.

Salary Range: \$90,000 - \$150,000 (Starting Salary DOQ)