



Executive Director of City Services/City Engineer

City of Everett

Reporting to the Mayor, the Executive Director oversees six Division Directors / Program Managers. Director has the primary responsibility for the management, operation, and maintenance of the City's Public Infrastructure and for the provision of various Public services critical to health and welfare of the Community. The Public infrastructure of the community which consists of; the roadway network including all associated transportation and stormwater appurtenances, the Wastewater Collection systems, and all of the public facilities associated therewith. The incumbent is also responsible for the Solid Waste Collection and Disposal Program and the provision of the services associated with that function. Position is responsible for the management and administration of the Engineering/City Services Department. Work includes ensuring for the efficient and effective use of equipment and personnel, developing and administering budgets, policies and procedures, ensuring for the safety of employees and the public, performing procurement and contracting functions, responding to personnel management issues, and ensuring compliance with all applicable laws and regulations pertaining to department and division operations. Organize, direct, plan and administer all public works functions through subordinate Deputy Director, Superintendents and foremen and other personnel for the coordination of activities and the proper functioning of units or departments; and to interpret, implement and coordinate major objectives, policies and programs; discuss and establish subordinate policies and programs as they affect the operations and coordination of the respective department and interrelationship with other divisions and functions. The successful candidate will have a Bachelor's Degree in Civil Engineering, a minimum of ten (10) years design and supervisory experience on a variety of engineering projects, principally in the field of public works construction with demonstrated knowledge in the principles of engineering, surveying construction and operational experience in GIS, AutoCad, HydroCad, and Land Survey Certification as a Registered Professional Engineer in Massachusetts is required. Salary range \$85,000 to \$100,000. Excellent benefits. Please send cover letter and resume to Human Resources, City of Everett, 484 Broadway, Everett, MA 02149 or email hr@ci.everett.ma.us. Application will be accepted until position is filled. The City of Everett is an Equal Opportunity Employer.