

Job Posting: 4/19/2021



Title: Public Works Director

Work schedule: Monday- Friday; Evenings & Weekends as needed

GENERAL SUMMARY

The City of Abbeville is currently accepting applications for a Public Works Director. Under general supervision, manages, plans and supervises the activities of the Public Works Department including the divisions of streets, sanitation and supply, maintenance and construction. Plans and implements administrative systems and procedures for proficiency and cost efficiency. Competitive salary and excellent benefits package. Reports to the City Manager.

JOB SPECIFICATIONS

Education and Experience:

- High School Diploma with 8-10 years of construction experience, preferably an associate degree in Civil Engineering or related discipline with 5-7 years of public works or related experience; or any equivalent combination of training and experience which provides the required knowledge, skills and ability.
- Must pass a thorough background investigation, pre-employment drug screen and physical examination
- Must possess a valid South Carolina commercial driver's license

General Responsibility:

- Manages and implements administrative systems and procedures necessary in increasing production and reducing operating costs; ensures that the operations of the Public Works Department are conducted in an effective, efficient, and safe manner.
- Directs the activities of the street division, sanitation division, and supply, maintenance and construction division; oversees residential and commercial garbage collection, street, sidewalk and driveway repairs.
- Conducts a variety of personnel related functions including the supervision of departmental personnel including providing guidance and training, scheduling and coordinating work; recommends personnel procedures to the City Manager; maintains a cross training program for personnel assigned in or to the Public Works Department.

The City of Abbeville is an Equal Opportunity Employer

How to Apply:

Please submit a City of Abbeville online application with professional references.

Deadline to Apply: until position is filled.

Applications may be mailed to: The City of Abbeville P.O. Box 40, Abbeville SC 29620 Attn: Human Resources