

# City of Las Vegas Career Opportunity

Applications are being accepted for a full time **Public Works Director** for the City of Las Vegas Public Works Department.

**Entry Level:** Per Pay Plan –

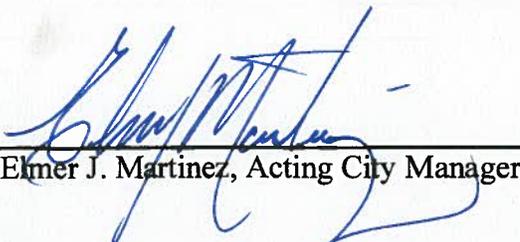
**Nature of Job:** This is a Department Director level position and performs under the direct supervision of the City Manager. This position is an at-will position appointed by the City Manager, subject to approval by the Governing Body. Dismissal is according to the City Charter. Involves administering and supervising work related to the Development of policies, procedures and methods in performing maintenance of streets, bridges, storm drainage systems, alleyways, municipal pedestrian facilities and other public right-of-ways within the City of Las Vegas. Plans, organizes and supervises the work of personnel in maintenance, repair and equipment operation activities. Inspects work of personnel in the conduct of safety as associated to street and related municipal repair, maintenance, and construction activities. Develops work schedules and assigns priorities. Confers with engineers, City staff and other interested parties in the development of long-range maintenance programs. Plans and proposes budget for the financial management of maintenance of City infrastructure, and value engineering to remain within the allotted budget. Evaluates job performance of personnel and is responsible for corrective actions of staff within the Public Works Department. Works on projects as directed by the City Manager. Identifies and recommends proper traffic control measures and methods to provide for safe pedestrian and motorist use of right-of-ways. Recommends equipment needs for the Public Works Department and institutes policy procedures and methods of maintaining equipment to assure the safe operation of all Public Facilities, Parks and equipment. (A detailed job description is available at the Human Resource Office.)

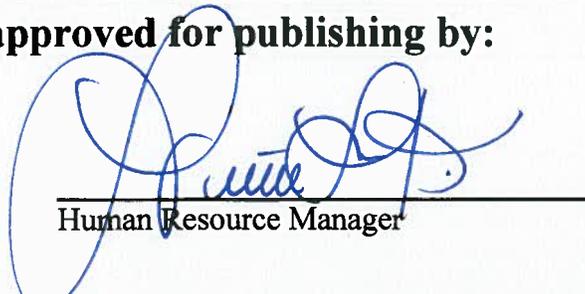
**Qualifications:** High School Diploma or equivalent. BA Degree in Civil Engineering or a majority of course work in civil engineering with progressive knowledge in city government or Public Works experience with a minimum of four (4) years at management or a supervisory level. Valid NM Driver's License, and must insurable by the city's insurance carrier. Knowledge of the materials, methods, techniques, tools and equipment used in repairing, maintaining, and constructing City right-of-ways and facilities, provides information in the design and construction of City infrastructure. Theory, principles, practices and techniques of Public Works, traffic engineering, municipal water and sewers engineering, and Public Works maintenance functions; applicable federal, state and local law, codes and regulations governing the administration of Public Works functions and activities;

**Posted:** General Public: July 29, 2014 thru until filled

**General Public:** Defined as any person interested in the position who meets the qualifications as well as any City employee who did not meet the in-house deadline. An application with all necessary documentation including any pre-employment test must be completed and returned to the Human Resource Division.

**Reviewed and approved for publishing by:**

  
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Elmer J. Martinez, Acting City Manager

  
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Human Resource Manager