

PUBLIC WORKS MANAGER

The Township of Waterford is looking for an outstanding leader and manager to oversee its Public Works Department. The ideal candidate will have experience in roads, drainage, facilities, fleet, water/sewer utilities and recycling. He/she will be visionary foreseeing the future, planning for it and ensuring the department is well positioned to take advantage of an ever changing environment. To do so, the individual will be aware of emerging issues, trends, and future technologies. Having said that, the next manager will not neglect the day-to-day operations and the details.

The best candidate will be intelligent, upbeat, friendly, outgoing, organized, positive and a progressive leader—someone with an open mind and a can-do attitude. The individual will also be flexible, consistent, cheerfully persistent, energetic yet calm, and a leader—Integrity and transparency will be core principles as well as fairness and consistency.

The next Manager will be able to effectively communicate with all levels of staff, as well as the public. Outstanding oral and written skills are highly desirable. Good judgment and common sense are essential.

The individual will be approachable, always listening and always looking for ways to make the department more effective. He/she will be analytical, and, while deferential of current processes, question them to ensure they are optimal. When a staff member responds to a question with, “We have always done it this way,” that will not be an acceptable answer. If it is the best way, then that will need to be demonstrated on merit. The individual will trust and rely on his/her staff, be respectful of others, delegate and encourage creativity. The ideal candidate will recognize talent and mentor that talent.

He/she will challenge employees to give their best and set broad performance parameters. The individual will not be a micromanager but will step back and let staff members perform their jobs. Of course, he/she will expect results and hold employees accountable.

The Manager will support and inspire, communicate openly and effectively, be transparent with activities and policies, demonstrate integrity, and deliver results. The individual will recognize the importance of making the workplace not just challenging but enjoyable. Having a sense of humor will be a plus.

The Department’s staff is small and the ability to multi-task is critical. The ideal candidate will have a demonstrated ability to work with individuals at all levels of government. In terms of specific skills, the ideal candidate will have a demonstrated track record of achievement in public works and management.

Certified Public Works Manager Certificate Required. A Bachelor’s degree in a related field is a plus. Being licensed as a P.E. is an added bonus, but not expected. The individual will have three to five years of related experience. Prior management experience is highly desirable.