



# Public Works Director

\$112,710 – \$151,512



*"Industrious by Nature"*





## WELCOME TO FIFE!

The City of Fife is looking for its next **Public Works Director** to join the public works department.

The City of Fife, located approximately 30 miles south of Seattle, 43 miles from Mount Rainier, and just five miles from Tacoma, is *Industrious by Nature*. It's who we are and what we do. It's what sets Fife apart from other communities. The Port of Tacoma, a Top 10 seaport in the United States, is in Fife's backyard, and is the backbone of the area's local economy in shipping, warehousing, distributing, and manufacturing operations. Coupled with Interstate 5 passing through Fife, rail lines from both BNSF and Union Pacific railroads, and a pipeline connecting the Port with Joint Base Lewis-McChord, Fife is well-connected to the bustling economy of the Pacific Northwest.

The new Public Works Director will be instrumental in facilitating two major projects in the near future:

- State Route 167 Connector to the Port of Tacoma
- Sound Transit Light Rail extension and station in Fife

But not far away, residents of Fife can enjoy nature in some of its most pristine beauty. You can hike, ski, bike, or camp near Mount Rainier; kayak, boat, or paddleboard in the Sound; or take part in any number of other outdoor activities surrounded by the Pacific Northwest's lush green forests.

Come join our team and build your career in a strong community with a bright future!



*The City of Fife shall maintain and enhance the quality of life for its constituents and bring to the Fife Community better things for better living through excellence in public service.*



## THE POSITION

The Public Works Director manages a full array of services for the City, including engineering, streets, water, sewer, and storm water divisions, fleet management/maintenance, building maintenance as well as emergency response for snow and ice, flooding and severe weather mitigation. The Director serves as a member of the City's Executive Leadership Team and will be the subject matter expert for the City Council. The department consists of 25 full time and 8 seasonal employees; the Director directly supervises four full time employees including the Assistant Public Works Director, Public Works Superintendent, City Engineer, and an Administrative Assistant. The Director reports to the City Manager.

To learn more go to: [cityoffife.org](http://cityoffife.org) | [FY20 City Budget Document](#)

## IDEAL CANDIDATE

The ideal Public Works Director will be Industrious by Nature. The Director will be involved with all aspects of public services that cities encounter, including water distribution, wastewater management, streets and traffic, environmental processes, structural issues, and emergency management. The selected candidate should be fully comfortable in any environment be it out in the field, as an administrator, or making presentations before the City Council. This person will make sound recommendations to executive management and elected officials to enact laws, regulations, and plans that make common sense. At their core, the Public Works Director is a team player focused on positive outcomes in a participatory environment. The Director will be a skilled communicator and negotiator who can take complex issues and speak to the general public or the City Council with ease, tact, and diplomacy.

## EDUCATION AND EXPERIENCE

Possession of a Baccalaureate Degree from an accredited college or university with a major in engineering, public administration, or a closely related field is required.

Four (4) years of full-time (or the equivalent of full-time) progressively responsible experience in public works in a municipal, state, or related environment. An advanced degree in engineering or management may substitute for up to one year of experience.



# COMPENSATION AND BENEFITS

Negotiable between **\$112,710 – \$151,512**

- **Retirement** – enrollment into the Washington State Department of Retirement Systems shared by the City and the employee.
- **Social Security** – the City participates in Social Security.
- **Medical Insurance** – 95% paid program with Blue Shield or Kaiser Permanente High Deductible plans; dental and vision plans included.
- **Life Insurance** – City program is provided; employees may subscribe to a voluntary supplemental program.
- **Vacation Leave** – Accrual rate is eight (8) hours per month for the first year, plus one additional eight (8) hours per year thereafter, up to a maximum accrual of two hundred forty (240) hours per year. Annual carry-over (not to exceed) two years' equivalent amount of current accrual rate, as of each January 1. Accrued vacation not used at termination, paid at full rate.
- **Sick Leave** – Monthly accrual is 8 hours.
- **Personal Holiday Credit** – Accrual of 2 hours each month, up to 40 hours.
- **Holidays** – 11 regular and two floating holidays per year.
- **Longevity Pay** – 3% of the base wage starting with the first day of the 5th year of full-time employment, with an additional 3% starting on the 10th year of employment.
- **Additional Benefits** – Credit Union membership, professional development, flexible time, and HRA medical bridge.

## APPLICATION AND SELECTION PROCEDURE

This position is open until filled. To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (two supervisors, two direct reports and two colleagues) by the first resume review date of **Monday, September 14, 2020**. Resume should reflect years **and** months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please go to our website to submit your application:  
<https://executivesearch.cpshr.us/JobDetail?ID=638>

CPS HR  CONSULTING

For further information contact:  
Andrew Nelson  
CPS HR Consulting  
[anelson@cpshr.us](mailto:anelson@cpshr.us)  
Website: [www.cpshr.us](http://www.cpshr.us)

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed most qualified will be referred to the City. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.

The City of Fife is an Equal Opportunity Employer.

