



Stormwater Division Manager

Department: Public Works
Salary: \$95,000 or higher DOQ
Deadline: Received applications will be reviewed after June 9

The City of Greeley is located on Colorado's front-range, one hour north of Denver and 30 minutes from the foothills of the Rocky Mountains. Greeley's location provides opportunities for recreation and entertainment that are endless. Greeley's population at 105,000 is a growing mid-size city with bigger city amenities.

The City's Stormwater Utility is one of eight divisions of the Public Works Department. The Stormwater group consists of ten employees including engineers, engineering technicians, and a stormwater quality administrator. The budget for Stormwater Utility Division is \$6 million annually and there are over \$200 million of identified current needs with an annual capital maintenance program of approximately \$4 million.

The ultimate scope of the position will include some or all of the following:

- The Division Manager is responsible for directing maintenance, repairs, asset management, capital investment planning, and utility engineering. The asset system includes nearly 107 miles of stormwater piping
- Provide effective leadership and supervision and be responsible for planning, organizing, coordinating, and supervising the operations of assigned division(s).
- Work with individual City Departments, Advisory Boards, businesses, the public and other agencies to ensure the objectives set forth in the Stormwater Master Plans are carried out.
- Develop, oversee and monitor the budgets to include both operations and capital projects.
- Establish goals and objectives for the Stormwater division and also coordinate with the City Engineer and the Public Works Director on long-range planning.
- More expansive responsibilities may be assigned as we evaluate the strengths of the successful candidate.
- Position reports to the Public Works Director

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: The ideal candidate would possess:

- 7-10 years related experience
- 2+ years of demonstrated effective supervisory/management experience of a team.
- BS degree in Civil Engineering or related field desired; a combination of education/experience considered.
- Proven communication skills to work effectively with City officials, board members, contractors, property owners, federal agencies and the general public.
- Understanding of storm water infrastructure design and management.
- Knowledge of all facets of floodplain management.
- Knowledge of advanced principles and practices of municipal budget preparation and administration.
- Ability to effectively communicate in writing, in person, one-on-one and in group settings.
- A current Professional Engineer (PE) is preferred.
- Certified Floodplain Manager Certification is also preferred, or will be expected to be earned within 1 year after hire.

WORK ENVIRONMENT:

- Work location is primarily office environment with frequent interaction with other City departments, State and local officials, developers, contractors, community users and the public by telephone and in person.
- Frequent participation in meetings.
- Employee may be required to conduct field inspections of capital improvement or stormwater drainage related projects.
- May require working weekends or holidays, with hours and days subject to change.

PHYSICAL REQUIREMENTS:

- Vision enough to interpret engineering drawings, construction documents, details, reference books, computer screens, testing instruments, drawings and other written documents.
- Mobility to inspect work sites for compliance with plans and specifications
- Ability to operate a personal computer.
- Communication skills enough to convey information to contractors, property owners, City officials and the general public.

It is the policy of the City of Greeley to provide equal employment opportunities for all qualified individuals including those with disabilities. The City of Greeley will provide whatever accommodation it deems reasonable to enable such qualified individuals to perform the essential functions of the job. Positions with the City of Greeley may require a criminal background investigation and credit history, otherwise known as an "investigative consumer report". If you are being considered for a position with the City, this may be part of a conditional job offer and must be satisfactorily completed prior to hire. The City of Greeley adheres to federal requirements pertaining to the Family and Medical Leave Act. A summary of the Employee Rights and Responsibilities under the FMLA is available upon request. EOE/ADA

TO APPLY: Applications should be submitted online at www.greeleygov.com/hr.