



## **RECRUITMENT ANNOUNCEMENT PUBLIC SERVICE DIRECTOR**

### **THE POSITION & QUALIFICATIONS:**

The City of Kettering, Ohio (pop. 56,163) is recruiting for a *Public Service Director*. The roadways, facilities and other infrastructures of the City are of exceptional quality and the City seeks an exceptional candidate to maintain and improve these assets. The ideal candidate will be a **Registered Architect, Registered Professional Engineer** or one who has other closely related professional experience and education, with a successful track record in areas including construction, design, roadway maintenance, financial and personnel management, and other areas related to general facilities and infrastructure management. All candidates must be committed to excellence, progress and the responsible use of taxpayers' funds.

This is a department director level position charged with the combined role of managing the overall operations of the City's Facilities Department and the Streets Department. The total full-time staff of these two departments is approximately 75 personnel, which are supplemented by some regular part-time staff and temporary/seasonal staff. In addition to the overall management of these two departments, the Director is responsible for long-range capital planning, performs special projects as assigned by the City Manager's office, and acts as a principle advisor to the City's Economic Development team on matters of commercial development within the City.

The operation of the City's Facilities Department includes all aspects of the design, construction, renovation, maintenance, custodial services, key/access management, facilities safety and security, energy management and operation of all facilities, out-buildings and structures (approx. 61 total) owned and used by the City of Kettering and its citizens. Two Facilities Department supervisors report to the Public Service Director, one is responsible for the facilities maintenance function and the other for facilities housekeeping. The Director is also responsible for such tasks as energy cost analysis and ADA, OSHA and other Code compliance.

The Public Service Director also provides general supervision to the Street Maintenance Superintendent who has overall responsibilities for street (approx. 280 center-lane miles) and storm sewer maintenance (approx. 150 miles), snow removal, signage and lane markings, residential leaf pick-up, citizen Yard Debris Center operations and other related tasks.

The City of Kettering operates under a council-manager form of municipal government and the Public Service Director reports to the City Manager.

### **SALARY AND BENEFITS:**

Salary range up to \$111,426, with starting salary dependent upon qualifications and experience. Comprehensive benefits include \$375 per month car allowance or City provided vehicle, medical insurance, life insurance, attractive State of Ohio retirement plan, vacation leave, sick leave privileges and more.

### **TO APPLY:**

Submit Resume indicating interest and qualifications, 8 AM – 5 PM, Monday – Friday, or by mail, to: Director of Human Resources, Kettering Government Center, 3600 Shroyer Rd, Kettering, OH 45429. This Recruitment is open until the position is filled. More information about this position and the City of Kettering is also available at: [www.ketteringoh.org](http://www.ketteringoh.org) . **The City of Kettering is an Equal Opportunity Employer.**