



COUNTY OF HUNTERDON

Hunterdon County Department of Public Works

Job Vacancy: Department Director

Salary Commensurate with Experience

The County of Hunterdon seeks a Department Director of Public Works to perform a variety of tasks including planning, organizing, directing and coordinating all significant functions of the Hunterdon County Public Works Department. Services provided include road and bridge construction and maintenance, snow removal, infrastructure projects, utility issues and other related functions.

Experience in construction and repair projects of public roads and bridges, stormwater systems, and infrastructure systems is desired. Ability to recognize, repair, and maintain needs of roadways and bridges including accurately estimating material and labor costs for specific projects including preparation of bids and Request for Proposals. Experience in scheduling and supervising projects and staff is desired.

Ten (10) years of professional experience in the development, administration and implementation of public works or other similar construction/maintenance programs, including responsibility for budgeting and supervision, four (4) years of which shall have included management responsibilities is preferred.

A Certified Public Works Manager (CPWM) issued by the New Jersey Department of Community Affairs is preferred.

Hunterdon County offers excellent health and dental benefits, paid leave, paid holidays, and participation in the New Jersey State Retirement Systems.

To Apply: Qualified and interested applicants please submit a County Employment Application including a Resume & Cover Letter, see link below for application:

<https://www.co.hunterdon.nj.us/DocumentCenter/View/389/County-of-Hunterdon-Application-for-Employment-PDF?bidId=>

Send to: Hunterdon County Human Resources via email personnel@co.hunterdon.nj.us or US Mail to 71 Main Street, PO Box 2900, Flemington NJ 08822

An employee must be able to perform the essential functions of the position satisfactorily and, if requested, reasonable accommodations will be made to enable employees with disabilities to perform the essential functions of their job, absent undue hardship.

The Hunterdon County Board of County Commissioners is committed to the principle of equal employment opportunity and anti-discrimination pursuant to Title VII of the 1964 Civil Rights Act as amended by the Equal

**HUMAN RESOURCES DEPARTMENT
71 MAIN STREET, 3RD FLOOR
PO BOX 2900
FLEMINGTON, NJ 08822**

**TELEPHONE: (908)788-1114
FAX: (908)806-4236
EMAIL: PERSONNEL@CO.HUNTERDON.NJ.US
WEBSITE: WWW.CO.HUNTERDON.NJ.US**



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Opportunity Act of 1972 and the New Jersey Law Against Discrimination (LAD) and all other applicable state or federal laws. Under no circumstances will the County discriminate on the basis of sex, race, creed, color, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, domestic partnership status, civil union status, atypical heredity, cellular or blood trait, genetic information, disability (including AIDS or HIV infection), pregnancy, breastfeeding, childbirth, liability for service in the United States Armed Forces, gender identity or expression, and/or any other characteristic protected by state or federal law.

The County will ensure that personnel decisions are made in accordance with principles of Equal Employment Opportunity by imposing only nondiscriminatory job requirements. The County will not discriminate with regard to any term, condition or privilege of employment, including compensation. Employer-sponsored training, education, tuition assistance, and social and recreation programs will be administered without discrimination. The County has an Affirmative Action Officer ("AAO"), who is assigned overall responsibility of the Affirmative Action Program. Any employee or applicant with a question or grievance should contact the Affirmative Action Officer: Catherine Kopec, Director of Human Resources at 908-788-1114

****This position is covered by the New Jersey Civil Service Commission, is an unclassified appointment, and does not require an examination, and all service is considered "at will" employment. Initial appointments evaluated using a 90-day working test period.***

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