



COUNTY OF KINGS
INVITES APPLICATIONS FOR
DIRECTOR OF PUBLIC WORKS

\$120,000 - \$168,000

Plus Excellent Benefits

Apply By: October 23, 2020 by clicking [here](#).



ABOUT KINGS COUNTY

Located in the heart of California's rich San Joaquin Valley, Kings County is 200 miles from the greater Los Angeles area to the south and the San Francisco-Sacramento area to the north.

Kings County is truly one of California's hidden treasures: proud of its history yet embracing the future. Living in Kings County means belonging to a friendly community that values family, cooperation, and safe neighborhoods. Here, the agricultural, agribusiness, industrial, and commercial sectors work together for the benefit of all.

Kings County is home to the Tachi-Yokut Tribe of Native Americans and the Naval Air Station at Lemoore. The economy is a blend of agriculture and related industries, as well as light manufacturing. The county seat is Hanford. The County has a total operating budget of approximately \$347 million with 24 departments and approximately 1,575 allocated positions.

Located conveniently between California's central coast beaches and the recreation areas of the Sierra Nevada (Yosemite and Sequoia Parks), Kings County is a wonderful place to live and work. Visit www.countyofkings.com to learn more about our County.



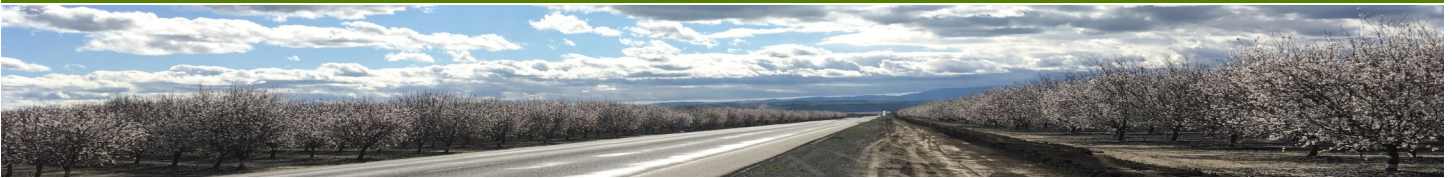
ABOUT THE POSITION

The Director of Public Works is the administrative head of the Kings County Public Works Department, which is divided into six major functional areas: Roads, Engineering, Parks & Grounds, Building Maintenance, Fleet, and Administration. As department head, the incumbent reports to the County Board of Supervisors through the County Administrative Office. The incumbent is responsible for the effective administration of the department and its divisions while ensuring the construction, operation, and maintenance of public works facilities are performed in a safe, cost effective, courteous, and professional manner. The primary purpose of the Director of Public Works is to plan, organize, and direct the divisions of the Kings County Public Works Department and serve as the County Road Commissioner.

The Public Works Department consist of 80 personnel and is located in the Kings County Government Center campus.



DIRECTOR OF PUBLIC WORKS



DUTIES

- Plans, organizes and directs the activities of the department and its divisions engaged in engineering design of County roads, bridges and other public works facilities; right of way acquisitions, official land surveys, County road, bridge and building construction and maintenance; automotive and road construction equipment repair; and operation, development and maintenance of County parks, grounds and facilities
- Establishes departmental goals and objectives and develops the procedures, policies and rules for implementation
- Provides leadership in the accomplishment of the department's mission
- As appointed by the Board of Supervisors, performs the duties of Road Commissioner as required by law
- Reviews existing facilities and projects in progress;
- Prepares and monitors departmental budget and expenditures, taking into consideration priorities, cost estimates, availability of personnel, equipment and funds
- Directs the preparation of contract forms, bid proposals and related documents in the contracting of work projects, equipment materials and supplies to be obtained
- Confers and coordinates activities with the Board of Supervisors, County Administrative Officer, and other County department officials
- Reviews and approves cost accounting documents, reports, plans and specifications
- Directs and participates in the personnel selection process for the Department
- Prepares and maintains records, reports and correspondence

THE IDEAL CANDIDATE

The ideal candidate should possess the following attributes:

- High level of integrity and strong sense of ethics; open and honest in all internal and external relationships
- Action and result oriented; open to change and innovation; ability to work in a fast-paced environment
- Be inclusive at all levels, from an entry level employee, to fellow department heads, to a business owner and resident, to the County Administrative Officer and Board of Supervisors
- Experience in managing personnel that displays a balanced approach between equity and firm decision making while acknowledging and recognizing performance accomplishments and success
- Maintains a positive work environment that inspires quality work, accountability and high morale within the Department; always willing to cultivate and support positive change with the Department and the County
- Experience meeting and speaking publicly with County representatives, Board of Supervisors and the general public
- Enjoys the challenge of effectively managing a demanding workload of quickly shifting priorities and assumes ownership of key priorities and projects
- Strong analytical skills, ability to resolve complex issues, consider alternatives, project consequences, and recommend appropriate solutions
- Sound judgment, open and honest communication with the ability to treat all employee with equal value for what they bring to the organization.

QUALIFICATIONS



Education: Equivalent to graduation from an accredited four-year college or university with a bachelor's degree in engineering, public administration, business administration or a closely related field.

Experience: Five years of experience in a civil engineering administrative, managerial or staff capacity performing a variety of administrative services functions including recent experience in budget preparation and analysis.

License: Possession of a valid California driver's license issued by the State Department of Motor Vehicles. Possession of registration as a Civil Engineer in the State of California.

Special Requirements: Work irregular hours as necessary; travel within and outside the County.

Desirable Qualification: Master's degree from an accredited college or university in Public Administration or Business Administration. Possession of registration as a Licensed Land Surveyor in the State of California. Stormwater management experience is desirable.

VETERAN'S PREFERENCE AVAILABLE UPON REQUEST

Must submit a certified DD-214 and a new request form for each application submission prior to the closing date.

Kings County is an Equal Opportunity Employer. Women and minorities are encouraged to apply. If you believe you possess a disability that may require test accommodation, please contact the Human Resources Office at least 3 days prior to the examination date.

COMPENSATION & BENEFITS

The annual salary for the Director of Public Works is \$120,000—\$168,000 per year, pending Board of Supervisors approval. In addition, County of Kings offers the following benefit package for staff and their dependents.

PUBLIC EMPLOYEES RETIREMENT SYSTEM (CALPERS)

2% at 62 formula for PEPRA (new) employees

2% at 55 formula for classic employees

The County also contributes toward Social Security

HEALTH, DENTAL AND VISION COVERAGE

Fully paid premium for employee and eligible dependents

ONSITE EMPLOYEE HEALTH CENTER

Available to employees and their dependents on County health insurance.

DEFERRED COMP PLAN

For every three dollars contributed by employee, the County shall contribute one dollar to a maximum of \$2,500 per year

SICK LEAVE

10 to 12 days per year based on years of service with unlimited accrual

VACATION

12 to 20 days based on years of service

MANAGEMENT LEAVE

8 paid days annually of which a portion (48 hours) may be cashed out at employee's option

HOLIDAYS

11 scheduled paid holidays per year

TERM LIFE/ACCIDENT INSURANCE

\$50,000 policy provided

HOW TO BE CONSIDERED

To be considered, candidates must submit an application, professional resume, and professional references. For confidential inquiries or additional information, please contact Ms. Henie Ring at Henie.Ring@co.kings.ca.us or (559) 852-2510.

Your application and resume will be reviewed and the top candidates will be invited to a panel interview, as well as an interview with the Board of Supervisors. Reference checks and a background investigation will be conducted on one or more finalists prior to a final selection.

The below timeframe has been established to assist candidates with arranging availability around these days; however, these dates are tentative. Candidates should plan according to these dates unless notified otherwise.

IMPORTANT DATES

Tentative Recruitment Process:

Recruitment Closes — October 23, 2020 at 5:00 p.m.

HR Interview (May be a virtual interview or in person) — November 5th or November 6th

Board of Supervisors Interview (Must be in person) - Week of November 16, 2020