



THE CITY OF SNOQUALMIE PARKS
AND PUBLIC WORKS DEPARTMENT
IS DIGGING FOR AN

ASSISTANT DIRECTOR OF MAINTENANCE & OPERATIONS

About the Community

Located 30 miles east of Seattle, Snoqualmie is a beautiful community with a population of approximately 14,000 residents. It operates under a Mayor/Council form of government. It is one of the fastest growing cities in Washington and is dedicated to being a leader in small city livability and business growth.



About the Department

The Parks and Public Works Department is responsible for the design, construction, maintenance and operation of the City's infrastructure, including Parks and Urban Forest, Streets, Stormwater, Wastewater collection and treatment, Water treatment and distribution, Fleet and Facilities.

Position Highlights

This is an at-will position responsible for planning, organizing and directing the activities, work plans and programs and personnel in the management and operations of the City's parks, streets and utility systems, including water, sewer and storm water.

This position independently performs the most highly skilled duties to complete complex and difficult assignments in accordance with specific policies, procedures and practices.

Supervises and/or directs and administers the effective and efficient use of assigned personnel, funds, materials, equipment, and time to ensure safe and efficient use of all public work facilities and utility systems, and the protection of city assets as well as ensure tasks and projects are completed in a timely manner and within budget.

Responsible for applying a thorough and broad knowledge of modern methods, practices, and equipment utilized in the construction, repair, and maintenance of public works facilities, and of sound management and administrative principles and techniques.

Minimum Qualifications and Experience

- Bachelor's degree with major coursework in business administration, public administration, construction management or related field.
- Eight (8) years increasingly responsible professional experience in government operations, utilities management, facilities management or public works, including four (4) years of supervisory and administrative responsibility.
- Equivalent combinations may be considered qualifying.

Licensing and Certifications

- PE license is preferred but not required.
- Certification in water/sewer operations or the ability to acquire within one year.
- Valid Washington State Driver's License with driving record free of serious or frequent violations.
- Valid Washington State CDL required within one (1) year of hire.

TOTAL COMPENSATION

- Salary range: \$112,044-\$124,488
- WA PERS Retirement and Deferred Comp program with \$200 employer match.
- 100% employer-paid health coverage for employee and dependents.
- Health Reimbursement Account (HRA) for qualified healthcare expenses (\$3K single/\$6K family).
- Generous paid leave.
- Pay for Performance Plan after reaching top salary step.

FIRST REVIEW OF APPLICATIONS IS FEBRUARY 14, 2022.

[Click here for a comprehensive overview of our benefits, to view the full job description and to apply.](#)

