



**City of Osseo**

415 Central Avenue

Osseo, MN 55369-1195

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## **JOB ADVERTISEMENT**

### **Public Works Director Position Posting**

City of Osseo, MN (pop 2500), is seeking an outstanding candidate for a full time position of Public Works Director. This position reports to the City Administrator. The position provides supervision, planning, direction, and administration of the Public Works Department including all personnel, materials, and equipment. The position provides planning and direction for the Department as well as the day-to-day operations. The Director operates as a working position who will perform operational duties in the field as well as various administrative functions within an office setting. The Department has a total of three full time employees (including the Director) and several seasonal part-time employees. The ideal candidate will have considerable experience in municipal public works areas including streets, snow removal, water, sewer, storm sewer, parks, and maintenance of public buildings. Candidate must be licensed to operate all municipal equipment and in water and sewer maintenance. Minimum education is an Associates/Technical degree.

The position pay falls within Pay Grade 13 (\$75,088.04 - \$95,119.28 annually) and includes all applicable benefits of a full-time position within the City. Position description and application can be found at [www.discoverosseo.com/about-osseo/employment](http://www.discoverosseo.com/about-osseo/employment). Completed application can be emailed to City Clerk LeAnn Larson ([llarson@ci.osseo.mn.us](mailto:llarson@ci.osseo.mn.us)) or mailed to City Hall (Attn: LeAnn Larson, City of Osseo, 415 Central Ave, Osseo MN 55369). The deadline for submitting applications is Friday, February 2, 2018, at 11:00 AM.

#### **Required:**

Class D Water License

Class D Waste Water License

Class S-D Sewer License

Class B CDL License with Air Brake Endorsement

#### **Desired:**

Additional street and/or utility maintenance; construction experience; experience working in a municipal public works department; machinery; mechanics or related field; history of safe work practices and clean driving record.

#### **Starting Salary Range:**

Pay Grade 13 (\$75,088.04 - \$95,119.28 annually) with full benefits package.