

The County of Warren is accepting applications for the following position:

### **SANITARY DISTRICT MANAGER**

This public works position participates in the management, operation and maintenance of Sanitary Districts in the County. Duties include, but are not limited to, coordinating, overseeing, and maintaining operations of various contractors hired to perform road maintenance; inspecting the condition of roads, ditches, and related improvements; coordinating and enforcing recommendations of Sanitary District Advisory Committees; preparing requests for proposals, bid documents, purchases order requests, and overseeing contracts in accordance with procurement practices; supervising and directing subordinate employees in the operation of equipment and management of office; preparing reports and making presentations to Sanitary District Advisory Committees, Board of Supervisors, etc. Salary range for this position is \$50,169.60 - \$76,338.98 and is negotiable based on qualifications, with an excellent benefits package (for full-time employment). Thirty-five (35) hour workweek with flexible schedule. Position may be part-time, dependent upon successful candidate. Any combination of education and experience equivalent to graduation from high school; considerable experience with heavy equipment operations; and prior experience in management of personnel required. Successful candidate must possess thorough knowledge of construction and maintenance of roadways; ability to prepare budgets, work plans, and reports; and ability to establish and maintain effective working relationships with officials, associates, and the general public. For employment application, including job description, contact Warren County Administrator's Office, 220 North Commerce Avenue, Suite 100, Front Royal, VA or by calling (540) 636-4600 or by visiting our website at [www.warrencountyva.net](http://www.warrencountyva.net). This position will be open until filled. EOE.