



## **OPERATIONS MANAGER**

**Town of Culpeper**

**Salary Range - \$61,283.62 - \$98,053.79**

The Town of Culpeper's Public Works Department is seeking qualified applicants for an Operations Manager.

**Primary functions include:** direct public works operations including the divisions of streets, buildings and grounds, parks, and cemetery; support of feasibility, programming, design, construction, and close-out phases as they relate to the engineering, planning, and construction of Town-wide projects; manage public work operations during inclement weather events, to include snow and ice storms, to ensure public safety needs are met; manage maintenance and service contracts for Town operated facilities and grounds; oversee contractors, supplies, inspectors, and/or administrators to ensure compliance with established policies and procedures; supervise Public Works construction inspectors, facilities technicians, crew leaders, and water utility supervisor; and perform related tasks as required.

**Skills & Qualifications:** Candidate must have thorough knowledge of the terminology, practices, and techniques of general design and construction; general knowledge of construction safety, building systems, road, utility, drainage construction, grading design, building and ground maintenance, and construction practices; general knowledge of math and surveying methods; knowledge of soils mapping, types, and engineering properties; general knowledge of computer hardware and software; ability to understand and interpret various rules and regulations; ability to plan, direct, and supervise the work of others; ability to work independently and establish priorities with minimal guidance; and ability to establish and maintain effective working relationships with Town officials and the general public.

**Education & Experience:** Any combination of education and experience equivalent to graduation from an accredited college or university with major coursework in construction management, civil engineering, or a related field, at least 5 years of experience in public works operations and construction, and supervisory experience managing a variety of workers required. Possession of Virginia Department of Transportation (VDOT) materials certifications, VDOT Local Administered Projects (LAP) Program certification, and commercial driver's license class B or higher.

Application and position profile are available at [www.culpeperva.gov](http://www.culpeperva.gov). Open until filled. Initial review of applications will be completed on April 16, 2021.

**EOE**