

# Staunton City & Schools

## Operations Superintendent: City of Staunton (Public Works) (2956)

### JOB POSTING

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#### **Job Details**

Posting ID	2956
Title	Operations Superintendent: City of Staunton (Public Works)
Description	<u>CITY OF STAUNTON</u>

#### **OPERATIONS SUPERINTENDENT**

**The City of Staunton, located in the heart of the Shenandoah Valley, is seeking highly qualified applicants for the position of Operations Superintendent. Come join our highly professional team dedicated to serving this dynamic city and its citizens. For more information about the Department of Public Works, please visit [Public Works](#). The City of Staunton offers highly competitive compensation and benefits. Staunton, with a relatively low cost of living, is known for its history, architecture, arts and cultural and culinary delights. "One of the prettiest and most progressive towns in the South" and "20 charming mountain towns to visit this fall"—Southern Living**

Under the administration of the Director of Public Works, the Operations Superintendent is responsible for overseeing the maintenance and operational activities in the areas of streets, equipment maintenance, traffic signals and signs, and parking. This position is responsible for the maintenance and repair of City infrastructure to include but not limited to streets, sidewalks, bridges, right-of-way and storm water systems, as well as the maintenance and repair of all city equipment, signals, signage and markings. Responsible for department-wide safety training and compliance and ensures compliance with all state and federal environmental regulations and laws. Assists the Director of Public Works in the development of long-range plans, programs and objectives in support of the maintenance, repair and construction of public infrastructure.

The Operations Superintendent will be responsible for the following **broad** areas:

- Streets, Drainage & Infrastructure;
- Equipment Maintenance, Traffic and Parking;
- Safety, Environmental & Compliance;
- Personnel, Budget & Administration and;
- Stakeholder Relations.

The individual will have knowledge of: maintenance of streets, sidewalks, storm-water facilities, traffic signals and signs; equipment and motor maintenance practices; federal and state regulations pertaining to street maintenance and repair, and traffic control devices and systems including the MUTCD; VDOT (or similar DOT) standards and best practices; environmental laws and best practices; safety principles and practices including OSHA.

The individual will have the following skills and abilities:

- Review and analyze plans and specifications for the maintenance, repair and construction of public infrastructure.
- Develop work schedules and recurring maintenance and repair programs.
- Prepare reports, provide analysis and recommendations.
- Develop small project and material/cost estimates.
- Develop operational policies, plans and procedures.
- Supervise and coordinate the work of multiple subordinates and divisions.
- Maintain effective working relationships with City officials, other public officials, employees, utility companies, contractors and the general public.
- Lead and manage staff.

Minimum education of a high school diploma or GED equivalent is required. An associate's degree in a technical field, or equivalent, is required. Requires a minimum of four to five years of public works experience (or equivalent) with a focus on street maintenance expertise, construction standards and practices, supervisory experience, and project management. Must have demonstrated experience in supervision with strong leadership and management skills. Position is responsible for determining compliance with local, state and federal codes and laws; makes recommendations for action of city administration and council; determining construction contractor compliance with all specs and contract terms.

Position must be available to work evenings and weekends in the event of emergencies or severe, adverse weather conditions. Attendance is occasionally required at community/neighborhood meetings and/or City Council meetings. Individual may be called in by on-call personnel for additional assistance.

Excellent benefits include participation in the Virginia Retirement System, paid-time off, group life insurance and medical insurance. Driving record and criminal background check is required. Random drug screenings post-employment.

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FLSA:	Exempt
Grade:	21
Hiring Range:	\$90,000-\$125,000: DOE/DOQ
Start Date:	On or around early to mid June 2026
Reports To:	Director of Public Works

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The recruitment will close on May 7, 2026; however, the recruitment will remain open until the position is filled. For a complete job description, please contact:

Jonathan Venn, Chief Human Resources Officer  
 City of Staunton/Staunton City Schools  
 116 West Beverley St (Human Resources, 2<sup>nd</sup> Floor City Hall)  
 Staunton, VA. 24401  
 504-332-3914  
 vennjg@ci.staunton.va.us

**The City of Staunton is an Equal Opportunity Employer (EOE) and is fully committed to the principles and practices of equal employment.**

<i>Shift Type</i>	<b>Full Time</b>	<i>Salary Range</i>	<b>\$90,000.00 to \$125,000.00</b>
<i>Salary Code</i>	<b>Per Year</b>	<i>Position Type</i>	<b>City Government</b>
<i>External Job Application</i>	<b>City of Staunton Application</b>	<i>Internal Job Application</i>	<b>Internal</b>
<i>Job Specific Questionnaire</i>	--		
<i>Location</i>	<b>PUBLIC WORKS DEPARTMENT</b>	<i>Posting Status</i>	<b>Active</b>
<i>Minimum Qualifications Screening</i>	<b>High School Diploma/GED</b>		

**SchoolSpring**

<i>Job Categories</i>	<b>Organization-level Positions: Assistant Director</b>
<i>Job Type</i>	<b>Full-time</b>
<i>Grade Level(s)</i>	<b>Not applicable</b>
<i>Degree Preferred</i>	<b>Not applicable ("Degree Preferred" will not appear on job posting)</b>
<i>Experience Preferred</i>	--
<i>Work Eligibility</i>	<b>Citizenship, residency or work visa required</b>
<i>Employment Start Date</i>	<b>6/15/2026</b>

**Job Application Timeframes**

*Internal Start Date*    **04/15/2026**  
*Internal End Date*    **05/07/2026**

*General Start Date*    **04/15/2026**  
*General End Date*    **05/07/2026**

**Job Pools**

<i>Pool Name</i>	<i>Quantity</i>	<i>Requisition ID</i>	<i>Requisition Title</i>
<b>Default</b>	<b>1</b>		

**Alternate Job Contact**

<i>Name</i>	<i>Title</i>
<i>Location</i>	<i>Phone</i>
<i>Email</i>	

**References**

<i>Automatically Send Reference Check</i>	<b>No</b>	<i>Reference Check Form</i>	<b>Support Staff Reference Survey</b>
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