



Public Works Director/Village Administrator. The Village the Fall Creek (pop 1300) is seeking a highly motivated individual for a Public Works Director who is willing to grow into a Village Administrator position.

The PWD position will involve supervision and physically working in the Public Works Department including but not limited to parks, streets, storm sewers, sidewalks, curb and gutter, sanitary sewer and wastewater treatment, and water, including overseeing capital projects. Also included are managing and maintaining all land and buildings owned by the Village.

The Administrator position will carry out directives of the Village President and Village Board, including facilitating communications between citizens and the Village government, promoting economic development, assisting with budgeting, long-range planning, and monitoring the sub-departments of the Village: Public Works, Clerk-Treasurer's Office, and Police Department.

Education required: a bachelor's degree or equivalent experience in public administration, engineering, or related field. Significant experience in public works and management is preferred. The selected individual will also possess competencies in a variety of areas including but not limited to written and oral communications, computer skills, public relations, road construction, snow removal operations and capital budgeting. Certifications required: Water Operator Certifications Grade 1 or Grade T Distribution and Groundwater; Wastewater Operator Certifications Basic Suspended Growth Processes, Solids Separation, Biological Solids/Sludges, Disinfection. Must have a CDL or be able to obtain one within six months.

More detailed job description available at www.fallcreekwi.gov. Residency within a 15-mile radius of the Village is required within 18 months of employment. Salary range starts at \$47,000 and increases depending on qualifications. Send resume' and application (application found at ww.fallcreekwi.gov) including a list of work-related references to: Village of Fall Creek, 122 E. Lincoln Ave., Fall Creek, WI 54742. Applications will be accepted until January 24, 2020.