



**Position:** Director of Public Works Operations  
**Hiring Range:** \$77,823 – \$97,279 DOQ Excellent Benefits Package  
**Closing Date:** Until filled by qualified applicant

This position provides advanced technical work, planning, scheduling, coordinating and supervising the County operations and staff of buildings, grounds and waste management; reporting to the County Administrator.

- Directs operations and maintenance of all County buildings and facilities; assists in development of designs and specifications for County projects
- Full Supervisory duties related to assigned staff
- Monitors the progress of assigned work in all areas of responsibility
- Coordinates and manages new construction of County facilities
- Coordinates use and maintenance of all equipment and materials for maximum effectiveness and economy
- Manages the County landfill, solid waste and recycling operations
- Performs tests and resolves issues of the water quality of County water system, working with State Health Dept.
- Prepares department annual budget, assists in capital improvement budgets
- Performs related work as assigned

Must be able to communicate courteously and effectively with the public in oral and written form. The successful applicant will possess strong administrative and organizational skills and be able to perform effectively with all staff resources. Bachelor's degree in Civil Engineering, Construction Management or related discipline preferred. Six (6) years of progressively responsible experience in construction, maintenance and supervising crews in a variety of building and ground maintenance or an equivalent combination of education, training and experience required. Waste Management license must be obtained within one (1) year of date of hire. Must possess and maintain a valid state driver's license with an acceptable driving history. Some night and weekend work may be required.

Interested persons may apply by sending a Nelson County application, resume and three (3) references to Nelson County Department of Finance & Human Resources, P.O. Box 336, Lovingston, VA 22949. (434)263-7139. EOE. Applications packets may be faxed to (434)263-7134 or submitted by email to Judy Seraphin at [jseraphin@nelsoncounty.org](mailto:jseraphin@nelsoncounty.org). For a Nelson County employment application, please visit: <https://www.nelsoncounty-va.gov/departments-offices/human-resources/employment-application/>