



# MICHIGAN CITY, INDIANA

Human Resource Department ~ Ta-Tanesha C. George, Director ~ 219.873.1427 ~ e-mail: [tgeorge@emichigancity.com](mailto:tgeorge@emichigancity.com)

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## NOTICE OF JOB OPENING

The City of Michigan City is currently seeking applicants for the listed position:

<b>DEPARTMENT:</b>	PUBLIC WORKS
<b>POSITION:</b>	DIRECTOR OF PUBLIC WORKS
<b>SALARY:</b>	Up to \$135,000 Annually (Negotiable based on experience)
<b>FLSA Status:</b>	Exempt, Full Time

This individual will lead the Public Works Department and, as the Director, will manage and oversee various departments including Planning, Engineering and Central Services. The Public Work Director will also serve as the General Manager of the Sanitary District. The position reports directly to the Mayor of Michigan City.

Duties include supervision of direct reports; developing and implementing department goals, objectives, policies and priorities; identifying Capital Improvement project requirements and administering the department’s budget. The Director will assist the administration in developing a sustainable maintenance program for public improvements as well as establishing a Capital Improvement Plan for the city’s Sanitary District. A full *Position Description* is available upon request.

A bachelor’s degree in public administration or business, engineering, construction management, organizational development/management or a related field is preferred. Ten (10) years of experience is preferred, including five (5) years of administrative and supervisory responsibilities. The successful candidate must possess **a valid Indiana Driver’s License** and be able to meet all departmental hiring requirements.

The successful candidate will be eligible for:

- Medical, Dental & Vision Insurance (for employee, spouse & children)
- \$50,000 Guaranteed Life Insurance Benefit (paid for by employer)
- Sick-Time benefit
- Up to ten vacation days
- Employee Health Clinic
- Participation in the Public Employee’s Retirement Fund (PERF)
- Supplemental Insurances
- Paid Holidays

Please forward your applications and/or resume to the Human Resource Department:

- Electronic applications may be found at [www.emichigancity.com/jobs](http://www.emichigancity.com/jobs) or
- In person at the Human Resources Department, City Hall, 100 E. Michigan Blvd., Michigan City, Indiana 46360 or
- Via email to [tgeorge@emichigancity.com](mailto:tgeorge@emichigancity.com)

**Applications will be accepted until this position is filled.**

The City of Michigan City is an Equal Opportunity Employer all qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, national origin, sexual orientation, gender identity, or status as a protected veteran. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.