



BOROUGH OF ROSELLE
210 Chestnut Street
Roselle, NJ 07203
(P) 908-241-2014
(F) 908-245-9508

Shanel Y. Robinson
Acting Borough Administrator

JOB OPPORTUNITY
Superintendent of Public Works

Closing Date for Applications:
(This posting will remain open until filled)

BOROUGH ADMINISTRATION
SUPERINTENDENT OF PUBLIC WORKS

Full-Time (40 Hours/Week)
Salary Range: \$75,000 - \$180,000

The Borough of Roselle is currently accepting applications for a full-time Superintendent of Public Works. The incumbent will be a customer-oriented, experienced professional responsible for planning, supervising, organizing and directing all DPW activities including but not limited to: Streets and Roads, Snow Removal, Sanitation/Recycling, Parks, Building and Grounds, Fleet Maintenance, and Capital improvements. Candidates must have at least 5 years of experience in Municipal Public Works and demonstrated supervisory experience in the above areas. The successful candidate should have the ability to lead, supervise, schedule, and work with crews on a daily basis while motivating DPW staff to work as a team, maintain safety, discipline and enforce policies and procedures. The Superintendent will provide written work reports, work schedules, address resident complaints, administer the department's budget, work with and advise Borough Administration, other Department/Division Heads, and elected officials. Candidates must possess a valid Certified Public Works Manager Certification (CPWM) or be able to attain same within one (1) year. A valid NJ driver's license with a CDL Class B is required. The successful candidate will have excellent communication, budgeting, planning and personnel management skills. This is a full-time position with salary dependent on qualifications and experience. The Borough reserves the right to appoint a qualified candidate before this advertisement expires.

Interested candidates should submit a resume, cover letter, including salary requirements to:

hr@boroughofroselle.com

The Borough of Roselle is an Equal Employment Opportunity employer.