

## **TOWN OF HOUNSFIELD**

POSITION AVAILABLE

### ***HIGHWAY SUPERINTENDENT***

The Town of Hounsfield seeks qualified applicants for a one year appointed position of Highway Superintendent to fill a vacated term. This position requires leadership experience in personnel management; budget development, preparation, and administration; equipment capital planning and execution; roadway and drainage system maintenance; administrative record keeping; excellent written and verbal communication skills; and the ability to interact professionally with the general public.

The Highway Superintendent is responsible for the day-to-day supervisory, administrative, and operational aspects of the department, including, but not limited to, all roadway maintenance (surface, subsurface, and drainage components), repair, and general upkeep, and winter snow and ice removal. The Highway Superintendent must be capable of performing all essential functions and duties identified in the position description and possess at least a Class B CDL. This position requires a minimum of five years of progressively responsible leadership and supervisory experience in the field of public works or a closely related field.

Applicants please send a cover letter, resume and references to:  
[townclerk@townofhounsfield.com](mailto:townclerk@townofhounsfield.com) or mail to: Town of Hounsfield,  
18774 Co. RT. 66, Watertown, NY 13601

Deadline: End of business on November 9, 2016